

Arapahoe Public School Board Meeting Agenda
Arapahoe Public School Board Room
Monday, October 10, 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 (Schutz)
 - 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) Board Committee(s)
 - i) American Civics Committee
 - ii) Transportation Committee
 - iii) Negotiations Committee
 - iv) Finance Committee
 - b) Board Member(s)

- c) Student Representatives
 - d) Elem. Principal
 - e) Sec. Principal
 - f) Superintendent
 - g) Teacher Presentations - Mrs. Foley
- 5) Discussion Item(s)
- a) Superintendent Evaluation
 - b) Northern Arapaho Tribe - Wyoming
 - c) Digital Newsletter / Website Change
 - d) Curriculum Review 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 on approval of AHPS Board member to serve as NASB Delegate to Representative Assembly on Nov. 18, 2022.
 - e) Discuss, consider and take action on amending the district calendar to allow for a 1:00pm dismissal on Thursday, October 27.
- 7) Personnel
- 8) Future Meetings
- a) Nov, 14, 2022 6:30pm - Finance Comm Mtg
 - b) Nov 14, 2022. 7:00pm - Regular Board 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.

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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools American Civics Committee was convened on September 23rd, 2022, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Lisa Anderson, Chad Carpenter, and Rodney Whipple.

Board Member(s) Absent: None.

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

Staff Absent: None.

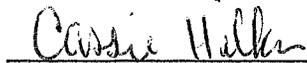
The committee watched the Constitution Day video prepared by Mr. Kronhofman's Government Class.

The committee discussed the following items/topics:

- Veteran's Day Program.

The meeting ended at approximately 7:16 am.

ATTEST:



Cassie Hilker, Secretary

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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Transportation Committee was convened on September 29th, 2022, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Chad Carpenter, Dan Warner, and Rodney Whipple.

Board Member(s) Absent: None.

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

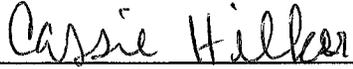
Staff Absent: None.

The committee discussed the following items/topics:

- Plan for when current bus lease ends, decision must be made by January 2023 to ensure buses are available when we have to turn ours back in 6/1/24.
 - o Warranty ends on current buses when the lease ends.
 - o Lease term is flexible, prices quoted were for a 5-year lease.
 - o 1-2024 Blue Bird Propane Bus with air conditioning & similar package to the buses we have would have an annual payment of \$22,736 + applicable tax, if any.
 - Diesel option would increase the annual payment.
 - Gas would decrease the annual payment (maybe \$1,500).
 - o 1-2024 Micro Bird G5 Propane Bus with air conditioning & similar package to the buses we have would have an annual payment of \$17,270 + applicable tax, if any.
 - o Can include cameras as an option.
 - o We would either pay Central or REI to remove / re-install current cameras.
- Recommendation: Activity Bus or Buses will be gas. Lease 5 big buses and 2 micro buses for 5 years with the warranty ending when the lease ends. No mileage restrictions.
 - o Asked Tyler to refigure some things since the buses he would be getting back will have very low miles.

The meeting ended at approximately 7:40 am.

ATTEST:



Cassie Hilker, Secretary

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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Negotiations Committee was convened on September 30th, 2022, at 7:30 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Brad Schutz and Dan Warner.

Board Member(s) Absent: Erick Lee.

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

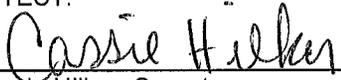
Staff Absent: None.

The committee reviewed the documents provided and discussed the following items/topics:

- Possible Items for Negotiations:
 - o Extra Duty Placement Rates, specifically FFA / FCCLA / Student Council.
 - o Discretionary Days – Incentive to not use 12 days per year if maxed out.
 - o Index Change – currently 4 x 4 / move to 4 x 4.5 or 4 x 5.
 - o Activity Pass / Card Qualifications – Work for pass, all must work something.
 - o Hiring Bonus.
 - o Retention Bonus – possibly focus more on base vs retention bonus.
- Other Non-Negotiable Items:
 - o Parent-Teacher Conference Scheduling.
 - How to handle coaches being gone.
 - Conflict with an activity.
 - Length of week, schedule for a Thursday before a Friday break.
 - o Full Week of Spring Break
 - HS Coaches / Sponsors not in favor of this since they have to be here for practices.
 - No real break for kids or staff.
- Would like to entertain the idea of passing information back and forth through the Superintendent (BOE, AEA) vs multiple meetings.

The meeting ended at approximately 8:08 am.

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 September 12th, 2022, at 6:00 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.

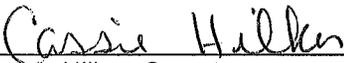
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Tax money received so far in September 2022.
- EOY Adjustments.
- Claims.
- Grounds Maintenance needs, specifically the possibility of additional seasonal help.
- Nutrition Fund.
- Declaring the 2010 Mid-Bus and 1980 Dodge Pickup as excess equipment.
 - o No need to replace the 2010 Mid-Bus.
 - o Replace 1980 Dodge Pickup with a pickup or suburban?
- Budget.

The meeting ended at approximately 6:30 pm.

ATTEST:



Cassie Hilker, Secretary

Arapahoe- Holbrook Public School
Student Board Representative Report to Board of Education
September 12, 2022

Current/ Past Events:

Gentry Warner

FFA Range and Land Judging went very well. For range judging both senior and junior teams qualified for state in Chadron. Results are still not back yet. Land Judging was October 4, they are also still waiting on results to see if we have any state qualifiers.

Homecoming Week- The dress up days were great the student body showed a lot of interaction and school spirit which is always good to see. Volleyball took the win over the Hi-line bulls, while the football team took a lose against Hi-line. There was good turn out at the dance but a lot of students are wondering if having the dance on a saturday in upcoming years is a possibility.

District 11 FCCLA leadership conference- Was held here in Arapahoe at the Ella Missing. There were seven surrounding schools that came. We listend to public speakers and people from the community. It was a great experience to better our leadership skills.

Parent teacher conferences- Went smoothly. National Honor Society held their annual day care. The kids always enjoy that allong with the parents.

Graduation Cords - The senior class approached me about graduation cords. It has always been a tradition that seniors wear cords for FFA -FCCLA -Speech -Blood Drive -CCC (central community college) The last two years they have not. We understand there is a lot of controversy about this situation. The seniors feel that we have all worked hard to be apart of these organizations and we don't understand why we arent able to wear them anymore. We also understand that there should be requirements that we have to meet to get a cord. They should not just be handed out for participation.

Arapahoe-Holbrook Public School
Student Board Representative to Board of Education
September 12, 2022

Upcoming Events:
Berkley Warner

Maps Testing is coming up for grades 2-12. The schedules will be crazy throughout the day, but we will be getting all the tests done this week. Juniors also have the opportunity to take the PSAT test on Wednesday after they complete MAPS testing.

Sporting Events continue to be crazy busy. Cross Country is wrapping up their season soon. They have had a competitive year and multiple members have medaled at several meets. Campbell Schutz has had a good season--has medaled at every meet except 2 big ones. State Cross country will take place on October 21. Volleyball starts RPAC this week and then they move into Districts the next week. Their season has gone well, a couple of disappointing losses, but their record continues to improve over the last couple of years. Football also has one more game this week before they will hopefully head into play-offs. They are currently sitting at a 4-3 record. Unified Bowling starts their practice next Monday and then their first meet is at the end of the month. Band went to Harvest of Harmony a couple of weekends ago and they go to Minden this weekend.

Quarter ends this Friday-- the 14th. The first quarter went by super fast it felt like. Lots of activities for the beginning of the school year, meaning students were gone quite a bit for school activities. Which makes it hard for both the teachers to teach and the students to learn. Thankfully, fall break starts the 27 of October with an early dismissal and school resumes November 1.

Elementary Principal Report

Parent / Teacher Conferences:

Pre-K 23/34 68%

Kindergarten 24/25 96%

First Grade 18/20 90%

Second Grade 12/17 71%

Third Grade 14/18 78%

Fourth Grade 18/22 82%

Fifth Grade 21/23 91%

Sixth Grade 17/26 65%

K-6 Total: 124/151 82%

2022-2023 Field Trips:

Pre-School:

-Pumpkin Patch (Beaver City) October 10

Kindergarten:

-Children's Museum (Kearney) April/May

First Grade:

-Common Scents / Barnett Park (McCook) May

-Buddy day trip to Brown Farm (Beaver City) Oct. 6

Second Grade:

- Henry Doorly Zoo (Omaha) with 3rd grade April

Third Grade:

-Henry Doorly Zoo (Omaha) with 2nd grade April

Fourth Grade:

-Kids Fitness Day (McCook) October 5

-Buddy day trip to Brown Farm (Beaver City) Oct. 6

-Stuhr Museum (Grand Island) April/May

Fifth Grade:

-Nebraska Public Power Day (Cambridge) Sept/Oct.?

-Water Jamboree (Alma) April?

Sixth Grade:

-Fort Kearney Expo (Kearney) May

NEE Evaluation Indicators:

Indicator 1.2 The teacher cognitively engages students in the content.

Indicator 5.1 The teacher uses motivation strategies that affectively engage students.

Indicator 7.4 The teacher monitors the effect of instruction on the whole class and individual learning.

So far I have documented 28 walk-through observations and 1 official evaluation in the NEE system.

MAP Goal Setting:

During our October 3rd in-service, we analyzed individual student MAP data, discussed individual goal setting, and broke down into separate staff meetings. During the elementary meeting, we discussed a range of topics including: parent/teacher conferences, PowerSchool log entries, connecting IXL to the curriculum, UNICEF Kid Power, Poll Everywhere, and NEE indicator 7.4.

End of Quarter:

The end of the first quarter will be October 14th.

Report cards will be sent home on October 21st and will include the following:

2022 Individual NSCAS Results, Quarterly Report Card, and any progress monitoring reports. Parents will be asked to keep the contents, but sign and return the envelope.

Principal Report
Monday, October 10, 2022

It's been a very busy month at APS. We had Parent/Teacher Conferences on September 27. The turnout was not overwhelming; overall we had 34 % attendance (Non-core subjects - 21.4%, Core subjects - 31.2% and SPED - 49%).

On September 30, we hosted Homecoming. The cheerleaders and classes did an outstanding job of decorating the school for the week. Participation in the Dress Up days was very good. I would like to bring more participation into the activities. The following are some possible suggestions:

1. Addition of Class float. Using the morning to decorate, then have lunch and roll into coronation. This would add to the parade.
2. Move dance to Saturday night. This would give student more time for the dance and allow them to have a dinner with their dates. An opportunity to increase participation.
3. Move pep rally to football field. Would have sound system, Better view for spectators. Would allow elementary to enjoy the festivities. Better supervision of students.

We have scheduled the following student assemblies for our students:

- Jana's Campaign Assembly - October 21 12:30 pm (5th-8th Grades) 1:30 pm (9th-12th)
- "Think Before You Post Assembly" - November 16 2:30 pm Grades 5th-12th
- Arapaho Tribe Presentation *to be scheduled*.

Timeline for 1st quarter grade reports: 1st Quarter Grades

- a. Fri. October 14 - End of 1st Quarter
- b. Mon. October 17 - Grades finalized and verified
- c. Wed. October 19- Last day for Grade Changes
- d. Thurs. October 20 - 1st Quarter Term locked, 1st Quarter Grade made historical, Honor Roll and Report Cards Run
- e. Fri. October 21 - Grade Reports send home with students.

In conjunction with ESU #9, we have established an EL After School Program for our Migrant and EL students in grades 5th-12th. The first activity was on Thursday, October 6 from 3:45 - 5:00 pm. It will take place every two weeks. They work with students on English language acquisition and tutoring.

We will be conducting MAPS Testing for grades 2nd-12th - October 11 through October 14. We have had to move areas for testing as we will have construction occurring during this time.

Mr. Ellis, Kaitlin Ellis, Elizabeth Klein, John Strand, Kaitlin Spaulding and myself will be attending the NeMTSS Summit on October 13 & 14 to get started in planning our MTSS program at APS.

I am looking to do a TeamMates Kickoff on Friday, October 14.
On October 27, Kate Hatch will be here to train our teachers on testing data analysis.

Arapahoe-Holbrook Public Schools
Superintendent Report to Board of Education
Oct. 10, 2022

Building & Grounds

1. HVAC Project - We met with Ron Paul from Rasmussed Mechanical on Oct 3 and laid out the plan for installation of the components of our HVAC project for the HS wing. We are tentatively set for them to begin on Oct. 10. The process will not follow the regular pattern of demolition, then installation, as we want to keep the spaces serviceable for our students right up until the time the new system can be turned on. New units will be hung above the ceilings, then plumbed and wired before any old ductwork is switched out. Total start to finish is 12-16 weeks, with a reasonable expectation to be finished the 2nd week of January.
2. Garbage/Recycling - I am still waiting on a call back from the area representative from Schaben Sanitation to talk about a better location for our garbage containers that would be less visible to the public, yet still accessible to their trucks.
3. Scoreboard - Our scoreboard was delivered and installed on Sept. 27, so the first use was for our JH FB game vs Loomis. The inaugural use for a HS game was at Homecoming 2022, and we received numerous compliments on it.
4. Clearing of Bus Barn - Items in the Bus Barn that have been declared surplus are being sold with digital advertisements. We still don't have a definite date that Schaben Sanitation will deliver a rolloff for us to dispose of unwanted items.
5. Playground Equipment - We've met with a playground equipment vendor and have a reasonable idea of cost and installation timeline to offer our older elementary students some more age appropriate opportunities just east of the basketball hoops south of the track.
6. Track Status - I spoke with Sam Fisher of Fisher Track. His company did the last structural spray on our facility in 2015, so it is nearing the end of its lifespan (8-10 years). He was last here in March of 2022 and found no structural problems, so we should be able to go with one more structural spray in 2025 before considering if the base needs to be replaced/repaired. Cost for a spray and painting is in the \$80,000 range.

Technology

1. Teacher Computers - New teacher computers have been distributed to staff. Replaced machines will be made available to staff at approximately \$250. The expectation is that we will still have a few "spares" to put in our supply for loaning during a repair or other applications in the building.

2. Website - We are planning to hear from Apptegy later this semester on the possibility of switching vendors to make our website more user friendly. Many districts in our area have recently switched to this product (8 RPAC / Cozad / Axtell / ElmCreek / Wil-Hil / Franklin / Minden / SEM / etc) as it is well organized and customizable to what district patrons desire. It's also more friendly on the back end for updates / visuals / etc. The district recently signed a 3 year agreement with SOCS, but Apptegy has indicated they would give us some credit to help offset the commitment we'd made already.

Safety/Security

1. SRP Drill / Notices - We completed our first Standard Response Protocol (iloveguys.org) drill on September 20, with a practice on the HOLD command. Afterwards, we surveyed the staff to ask for feedback, and it was mostly positive, with just a few questions. What I think it showed us is that our students and staff are "somewhat" familiar with the terminology, but not quite where we'd want them to be, should a real emergency occur. We'll continue with a SECURE drill on October 7 at a time where we have 1 small group of students outside that will need to shift gears and come inside before their scheduled time. The next drill will be a SHELTER drill.
2. Emergency Backpacks/Donation - Most of our orange emergency backpacks have arrived and the remainder from another vendor should be in soon. We will be placing rosters, small first aid kits, and emergency protocol directions in the bags to be placed in every student classroom/area of the building. These were purchased with a \$500 donation from Phelps Memorial Health Center, so we'll get a picture to post on social media/website and to send a thank you their way.

Other

1. Curriculum Review Cycle - I will have a curriculum review cycle and committee members available for your inspection at the Oct 10 meeting. NDE is in the process of refiguring some of the standards development process, so we will not finalize our pattern yet.
2. Connection to Northern Arapaho Wyoming Tribe - We've been in communication with one of the council members of the Northern Arapaho Wyoming Tribe. They have a cultural sharing/partnership program they began a few years ago in which they want to connect to area/groups/communities that inhabit their ancestral lands or have utilized the name Arapaho(e). We are trying to arrange for their team to come to AHPS to present to our students and perhaps create opportunities for partnerships.
3. NASB Meetings
 - a. Nov 16-18 (Wed-Fri) NASB State Education Conference @ CHI Omaha
 - i. *Attending: Drews / Carpenter / Lee / Whipple / New Member / New Member*
 - b. Delegate Assembly - 1 Rep from AHPS board for Fri. Nov 18 mtg



September 22, 2022

Mr. Robert Drews
Superintendent
Arapahoe-Holbrook Public Schools
610 Walnut Street
Arapahoe, NE 68922

Mr. Dews:

This letter is to inform you that we have received and reviewed the Superintendent Evaluation instrument from Arapahoe-Holbrook Public Schools. Arapahoe-Holbrook Board Policy 2230, pursuant to NAC 92 Rule 10: Section 007.06 that was approved by the Nebraska Department of Education and the Arapahoe-Holbrook School Board in 2014 remains in effect for Superintendent Evaluation in your district.

The superintendent evaluation policies and procedures for Arapahoe-Holbrook Public Schools will remain approved until your school revises them. These documents, including this letter, will be added to your school's file at the Nebraska Department of Education. A copy of the September minutes of the Arapahoe-Holbrook School Board where this new instrument was approved will be included as well.

If you have any questions regarding this letter or any of the applicable requirements of Rule 10: *Regulations and Procedures for the Accreditation of Schools*, feel free to contact me.

Sincerely,

Todd F. Wolverton

AHPS Continuous Curriculum Review Process

Phase	2023-24 School Year	2024-25 School Year	2025-26 School Year	2026-27 School Year	2027-28 School Year	2028-29 School Year	2029-30 School Year
1 - Research & Recommend Purchases	Lang. Arts, Speech	Science, Health	Phys. Educ., Foreign Lang., Business	Social Studies	Math	Art, Music	Ag Educ., Guidance, FCS, Industrial Tech
2 - Review/Revise Curriculum Guide	Ag Educ., Guidance, FCS, Industrial Tech	Lang. Arts, Speech	Science, Health	Phys. Educ., Foreign Lang., Business	Social Studies	Math	Art, Music
3 - Educational Resources/Materials Evaluation	Art, Music	Ag Educ., Guidance, FCS, Industrial Tech	Lang. Arts, Speech	Science, Health	Phys. Educ., Foreign Lang., Business	Social Studies	Math
4 - Implement Curriculum Revisions, Textbook & Materials, Professional Development & Inservice	All PK-12th Grade Teachers implement curriculum revisions and new curriculum materials						

**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 September 12th, 2022, at 6:00 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.

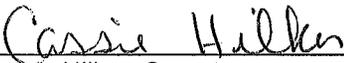
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Tax money received so far in September 2022.
- EOY Adjustments.
- Claims.
- Grounds Maintenance needs, specifically the possibility of additional seasonal help.
- Nutrition Fund.
- Declaring the 2010 Mid-Bus and 1980 Dodge Pickup as excess equipment.
 - o No need to replace the 2010 Mid-Bus.
 - o Replace 1980 Dodge Pickup with a pickup or suburban?
- Budget.

The meeting ended at approximately 6:30 pm.

ATTEST:



Cassie Hilker, Secretary

MINUTES OF THE HEARING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS

A hearing of the Board of Education of Arapahoe-Holbrook Public Schools was convened in open and public session on Monday, September 12, 2022, at 6:30 PM in the Distance Learning Room, 610 Walnut Street, Arapahoe, NE 68922. 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. Benjamin Ellis, PK-6 Principal, and Cassie Hilker, Board Secretary. Visitors were present.

Notice of the hearing was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of hearings. Notice of this hearing 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 hearings and advance notification to the listed media of the time and place of the hearing and the subjects to be discussed at this hearing 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.

Opening the Hearing:

Call to Order: President Anderson called the hearing to order at 6:30 pm.

Nebraska Open Meetings Act: At the beginning of the hearing, 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: N/A

Welcome Visitors:

Approval of agenda as presented:

Motion was made by Chad Carpenter 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

Discussion Item(s):

2022-2023 Budget: Mr. Drews presented Arapahoe-Holbrook Public School's 2022-2023 Budget. There were no questions or comments on the proposed budget from any attending the hearing.

Adjourn:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to adjourn the hearing at 6:40 pm.

The motion Carried.

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

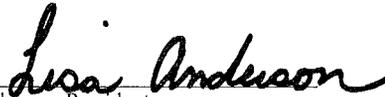
Yea: 6, Nay: 0

The hearing was duly adjourned.

DATED this Monday, September 12, 2022

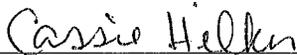
ARAPHAOE-HOLBROOK PUBLIC SCHOOLS

BY:



Lisa Anderson, President

ATTEST:



Cassie Hilker, Secretary

MINUTES OF THE HEARING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS

A hearing of the Board of Education of Arapahoe-Holbrook Public Schools was convened in open and public session on Monday, September 12, 2022, following the Budget Hearing in the Distance Learning Room, 610 Walnut Street, Arapahoe, NE 68922. 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. Benjamin Ellis, PK-6 Principal, and Cassie Hilker, Board Secretary. Visitors were present.

Notice of the hearing was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of hearings. Notice of this hearing 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 hearings and advance notification to the listed media of the time and place of the hearing and the subjects to be discussed at this hearing 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 hearing was open to the attendance of the public.

Opening the Hearing:

Call to Order: President Anderson called the hearing to order at 6:40 pm.

Nebraska Open Meetings Act: At the beginning of the hearing, 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: N/A

Welcome Visitors:

Approval of agenda as presented:

Motion was made by Rodney Whipple 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):

2022-2023 Tax Request: Mr. Drews presented Arapahoe-Holbrook Public School's 2022-2023 Tax Request. There were no questions or comments on the proposed tax request from any attending the hearing.

Adjourn:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to adjourn the hearing at 6:45 pm.

The motion Carried.

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

Yea: 6, Nay: 0

The hearing was duly adjourned.

DATED this Monday, September 12, 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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools was convened in open and public session on Monday, September 12, 2022, following the Tax Request Hearing in the Distance Learning Room, 610 Walnut Street, Arapahoe, NE 68922. 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. Rudy Perez, 7-12 Principal, Mr. Benjamin Ellis, PK-6 Principal, Cassie Hilker, Board Secretary, and Student Board Representatives Gentry and Berkley Warner. 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.

Opening the Meeting:

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

Pledge of Allegiance (Lee): Lee led the Pledge of Allegiance.

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: N/A

Welcome Visitors: Amy Huxoll and Julie Stagemeyer stated that they were attending the meeting to represent AEA. George Probasco wanted to thank Seneca, Cheryl, Buck, the Summer Help, Work Ethic Camp Workers, and Cassie for all of their help with the Outdoor Classroom. He shared some history about the Outdoor Classroom, some items that still need to be addressed, and some ideas on how it could be used in the future.

Approval of agenda as presented:

Motion was made by Erick Lee and seconded by Rodney Whipple 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:

Board Committee(s): Carpenter stated that the Finance Committee met prior to tonight's meeting. They reviewed claims, receipts, and cash account balances compared to last year. The Building & Grounds Committee and the Transportation Committee both met since last month's board meeting. The American Civics Committee is scheduled to meet next Friday (9/23).

Board Member(s): Lee stated that they completed the Superintendent evaluation tool and will discuss it later on in the meeting.

Student Representatives: Gentry & Berkley Warner presented the Student Board Representative Report.

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

Secondary Principal: Mr. Perez presented the Secondary Principal Report.

Superintendent: Mr. Drews presented the Superintendent Report.

Teacher Presentations: None. Teacher presentations will begin next month.

Discussion Item(s):

2022-23 Board Committee's: Mr. Drews proposed adding a Curriculum/Programs/Activities Committee. Curriculum will be the primary focus of the Committee. Board members volunteering for the Committee were Dan Warner, Rodney Whipple, and Erick Lee.

Sponsorships & Advertising with Area Partners: Mr. Drews asked the Board if the District needed to establish a policy regarding sponsorships and advertising with area partners. The board would like to move forward with establishing a policy regarding advertising and sponsorships.

Playground/Activity Area Needs for AHPS: Julie Stagemeyer stated that the Gala will be held this Spring and money raised will be run through the Arapahoe Area Foundation. They are looking for projects in the community to fund. An idea that came up was updating the playground equipment. The board was interested in putting their name in the hat with the Gala for help funding a playground project.

Action Item(s):

Consent Agenda, including Minutes and Financial Reports:

Motion was made by Erick Lee and seconded by Chad Carpenter 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 Chad Carpenter to approve the expenditures and payments totaling \$431,668.45 as submitted by administration to the Board.

The motion Carried.

Anderson: Yea, Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Abstain (Claim #35311 to ATC for \$359.57 and Claim #35307 to ACT for \$210.00)

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

2022-2023 District Budget:

Motion was made by Brad Schutz and seconded by Rodney Whipple to approve the 2022-2023 budget as presented/published.

The motion Carried.

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

Yea: 6, Nay: 0

2022-2023 District Tax Request:

Motion was made by Dan Warner and seconded by Chad Carpenter to approve setting the 2022-2023 property tax levy as presented/published.

The motion Carried.

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

Yea: 6, Nay: 0

Property Tax Request Resolution No. 33-0018:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to approve Resolution No. 33-0018, Setting the Property Tax Request, as presented.

The motion Carried.

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

Yea: 6, Nay: 0

Board Policies from KSB School Law:

Motion was made by Rodney Whipple and seconded by Erick Lee to approve board policies 3001, 3003, 3003.1, 3007, 3009, 3010, 3013, 3015, 3017, 3018, 3019, 3020, 3022, 3023, 3025, 3026, 3027, 3028, 3029, 3030, 3031, 3032, 3033, and 3035 from KSB school law as presented with implementation according to board resolution.

The motion Carried.

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

Yea: 6, Nay: 0

2022-2023 Option Enrollment Capacity Resolution:

Motion was made by Dan Warner and seconded by Chad Carpenter to approve Option Enrollment Capacity Resolution for the 2022-2023 school year as presented.

The motion Carried.

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

Yea: 6, Nay: 0

2010 Mid-Bus and 1980 Dodge 4-Door Pickup:

Motion was made by Rodney Whipple and seconded by Dan Warner to approve declaring the 2010 Mid-Bus and the 1980 Dodge Pickup as surplus equipment to be sold/donated/removed from the property at the discretion of the superintendent.

The motion Carried.

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

Yea: 6, Nay: 0

Superintendent Evaluation Instrument:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to approve the Superintendent Evaluation Instrument as presented.

The motion Carried.

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

Yea: 6, Nay: 0

Personnel: Mr. Drews along with Mr. Perez are following a lead on some additional science help for this 22-23 school year. They plan to meet to discuss this further yet this week. Additional help may be necessary on a seasonal basis for Grounds Maintenance.

Future Meetings: Oct 10, 2022 at 6:30pm - Finance Committee Mtg; Oct 10, 2022 at 7:00pm - Regular Monthly meeting.

Adjourn:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to adjourn the meeting at 8:44 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, September 12, 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
AMERICAN CIVICS COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools American Civics Committee was convened on September 23rd, 2022, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Lisa Anderson, Chad Carpenter, and Rodney Whipple.

Board Member(s) Absent: None.

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

Staff Absent: None.

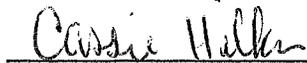
The committee watched the Constitution Day video prepared by Mr. Kronhofman's Government Class.

The committee discussed the following items/topics:

- Veteran's Day Program.

The meeting ended at approximately 7:16 am.

ATTEST:



Cassie Hilker, Secretary

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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Transportation Committee was convened on September 29th, 2022, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Chad Carpenter, Dan Warner, and Rodney Whipple.

Board Member(s) Absent: None.

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

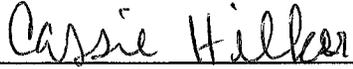
Staff Absent: None.

The committee discussed the following items/topics:

- Plan for when current bus lease ends, decision must be made by January 2023 to ensure buses are available when we have to turn ours back in 6/1/24.
 - o Warranty ends on current buses when the lease ends.
 - o Lease term is flexible, prices quoted were for a 5-year lease.
 - o 1-2024 Blue Bird Propane Bus with air conditioning & similar package to the buses we have would have an annual payment of \$22,736 + applicable tax, if any.
 - Diesel option would increase the annual payment.
 - Gas would decrease the annual payment (maybe \$1,500).
 - o 1-2024 Micro Bird G5 Propane Bus with air conditioning & similar package to the buses we have would have an annual payment of \$17,270 + applicable tax, if any.
 - o Can include cameras as an option.
 - o We would either pay Central or REI to remove / re-install current cameras.
- Recommendation: Activity Bus or Buses will be gas. Lease 5 big buses and 2 micro buses for 5 years with the warranty ending when the lease ends. No mileage restrictions.
 - o Asked Tyler to refigure some things since the buses he would be getting back will have very low miles.

The meeting ended at approximately 7:40 am.

ATTEST:



Cassie Hilker, Secretary

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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Negotiations Committee was convened on September 30th, 2022, at 7:30 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Brad Schutz and Dan Warner.

Board Member(s) Absent: Erick Lee.

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

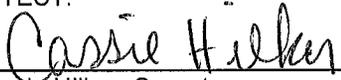
Staff Absent: None.

The committee reviewed the documents provided and discussed the following items/topics:

- Possible Items for Negotiations:
 - o Extra Duty Placement Rates, specifically FFA / FCCLA / Student Council.
 - o Discretionary Days – Incentive to not use 12 days per year if maxed out.
 - o Index Change – currently 4 x 4 / move to 4 x 4.5 or 4 x 5.
 - o Activity Pass / Card Qualifications – Work for pass, all must work something.
 - o Hiring Bonus.
 - o Retention Bonus – possibly focus more on base vs retention bonus.
- Other Non-Negotiable Items:
 - o Parent-Teacher Conference Scheduling.
 - How to handle coaches being gone.
 - Conflict with an activity.
 - Length of week, schedule for a Thursday before a Friday break.
 - o Full Week of Spring Break
 - HS Coaches / Sponsors not in favor of this since they have to be here for practices.
 - No real break for kids or staff.
- Would like to entertain the idea of passing information back and forth through the Superintendent (BOE, AEA) vs multiple meetings.

The meeting ended at approximately 8:08 am.

ATTEST:



Cassie Hilker, Secretary

**Arapahoe Public Schools - Dist 18 Treasurer's Report
September 30, 2022**

General Fund

Beginning Balance September 1, 2022	\$	717,563.54
Receipts:		
Frontier County Treasurer	\$	15,070.23
Furnas County Treasurer	\$	506,561.90
Gosper County Treasurer	\$	208,659.19
Interest	\$	209.06
State of Nebraska	\$	172,780.48
Summer School//Liabrary Book/Music	\$	-
Preschool	\$	1,776.00
ESU Unit #11 and #10	\$	-
Phelphs Memorial Hospital	\$	500.00
General Clearing	\$	4,653.61
Section 125	\$	2,119.11
Equipment Sales	\$	903.25
EOY Adj-Section 125	\$	-
	\$	913,232.83
Disbursements:	\$	390,569.81
Closing Balance Septmenber 30, 2022	\$	<u>1,240,226.56</u>

ACCOUNTS:

Cash Account	\$	264,615.41
Clearing Cash Account	\$	10,034.67
Section 125 Cash Account	\$	6,621.48
First Central CD	\$	958,955.00
	\$	<u>1,240,226.56</u>

Building Fund

Beginning Balance September 1, 2022	\$	179,144.10
Receipts:	\$	59.92
Disbursements:	\$	8,850.00
Closing Balance Septmenber 30, 2022	\$	<u>170,354.02</u>

ACCOUNTS:

Cash Account-First Central	\$	4.02
MM Account-First State	\$	-
First Central CD	\$	170,350.00
First State CD	\$	-
	\$	<u>170,354.02</u>

Bond Fund

Beginning Balance September 1, 2022	\$	792,143.24
Receipts:	\$	167,204.17
Disbursements:	\$	-
Closing Balance September 30, 2022	\$	<u>959,347.41</u>

ACCOUNTS:

Cash Account-First Central	\$	45,972.41
First Central CD	\$	913,375.00
First State CD	\$	-
	\$	<u>959,347.41</u>

Depreciation

Beginning Balance September 1, 2022	\$	213,956.50
Receipts:	\$	38.71
Disbursements:	\$	-
Closing Balance September 30, 2022	\$	<u>213,995.21</u>

ACCOUNTS:

Cash Account	\$	0.21
First Central CD	\$	213,995.00
First State CD	\$	-
	\$	<u>213,995.21</u>

Qualified Capital Purpose Undertaking

Beginning Balance September 1, 2022	\$	55.65
Receipts:	\$	-
Disbursements:	\$	-
Closing Balance September 30, 2022	\$	<u>55.65</u>

ACCOUNTS:

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

Employee Benefit

Beginning Balance September 1, 2022	\$	5,448.27
Receipts:	\$	1.85
Disbursements:	\$	-
Closing Balance September 30, 2022	\$	<u>5,450.12</u>

ACCOUNTS:

Cash Account	\$	5.12
First Central CD	\$	5,445.00
First State CD	\$	-
	\$	<u>5,450.12</u>

Student Fees

Beginning Balance September 1, 2022	\$	19,040.85
Receipts:	\$	305.00
Disbursements:	\$	-
Closing Balance September 30, 2022	\$	<u>19,345.85</u>

ACCOUNTS:

Cash Account	\$	19,345.85
First Central CD	\$	-
First State CD	\$	-
	\$	<u>19,345.85</u>

School Lunch

Beginning Balance September 1, 2022	\$	50,793.15
Receipts:	\$	26,524.71
Disbursements:	\$	37,154.85
Closing Balance September 30, 2022	\$	<u>40,163.01</u>

ACCOUNTS:

Cash Account	\$	40,163.01
First Central CD	\$	-
First State CD	\$	-
	\$	<u>40,163.01</u>

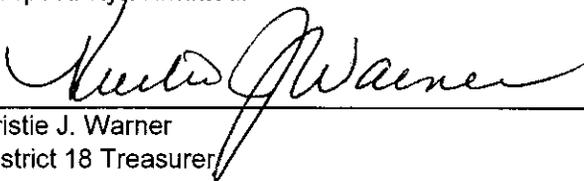
Activities

Beginning Balance September 1, 2022	\$	147,715.41
Receipts:	\$	11,759.00
Disbursements:	\$	20,373.10
Closing Balance September 30, 2022	\$	<u>139,101.31</u>

ACCOUNTS:

Cash Account	\$	139,101.31
First Central CD	\$	-
First State CD	\$	-
	\$	<u>139,101.31</u>

Respectfully submitted:



Kristie J. Warner
District 18 Treasurer

Arapahoe Public School District

Account Balance Report

September 2022 - August 2023

	Sep-22	Oct-22	YTD Average	Change in Balance	Aug-22
Fund Cash Accounts					
01-General	264,615	50,056	157,336	175,797	88,819
01-General Clearing	10,035	10,035	10,035	35	10,000
01-General Section 125	6,621	5,896	6,259	1,832	4,790
02-Depreciation	0	5	2	(100,001)	100,002
03-Employee Benefit	5	8	7	2	3
05-Activities	139,101	135,097	137,099	(8,614)	147,715
06-Nutrition	40,163	10,591	25,377	(10,630)	50,793
07-Bond	45,972	0	22,986	33,544	12,428
08-Building (FCB)	4	10	7	(2,755)	2,759
08-Building (FSB)	-	-	-	-	-
09-QCPUF	56	56	56	-	56
12-Student Fee	19,346	19,267	19,306	305	19,041
Total - Cash	\$ 525,919	\$ 231,021	\$ 68,813	\$ 89,513	\$ 436,406
CD Accounts					
01-General (First Central)	958,955	784,955	871,955	345,000	613,955
01-General (First State)	-	-	-	-	-
02-Depreciation	213,995	212,740	213,368	100,040	113,955
03-Employee Benefit	5,445	5,445	5,445	-	5,445
07-Bond	913,375	960,860	937,118	133,660	779,715
08-Building	170,350	138,625	154,488	(6,035)	176,385
09-QCPUF	-	-	-	-	-
Total - CD	\$ 2,262,120	\$ 2,102,625	\$ 396,795	\$ 572,665	\$ 1,689,455
Total - All	\$ 2,788,039	\$ 2,333,646	\$ 465,608	\$ 662,178	\$ 2,125,861

**Arapahoe Public School District
Account Balance Report by Fund
September 2022 - August 2023**

	Sep-22	Oct-22	YTD Average	Change in Balance	Aug-22
01-General					
01-General Cash	264,615	50,056	157,336	175,797	88,819
01-General Clearing	10,035	10,035	10,035	35	10,000
01-General Section 125	6,621	5,896	6,259	1,832	4,790
01-General CD (First Central)	958,955	784,955	871,955	345,000	613,955
01-General CD (First State)	-	-	-	-	-
Total - General	\$ 1,240,227	\$ 850,942	\$ 1,045,584	\$ 522,663	\$ 717,564
02-Depreciation					
02-Depreciation Cash	0	5	2	(100,001)	100,002
02-Depreciation CD	213,995	212,740	213,368	100,040	113,955
Total - Depreciation	\$ 213,995	\$ 212,745	\$ 213,370	\$ 39	\$ 213,957
03-Employee Benefit					
03-Employee Benefit Cash	5	8	7	2	3
03-Employee Benefit CD	5,445	5,445	5,445	-	5,445
Total - Employee Benefit	\$ 5,450	\$ 5,453	\$ 5,452	\$ 2	\$ 5,448
05-Activities					
05-Activities Cash	139,101	135,097	137,099	(8,614)	147,715
Total - Activities	\$ 139,101	\$ 135,097	\$ 137,099	\$ (8,614)	\$ 147,715
06-Nutrition					
06-Nutrition Cash	40,163	10,591	25,377	(10,630)	50,793
Total - Nutrition	\$ 40,163	\$ 10,591	\$ 25,377	\$ (10,630)	\$ 50,793
07-Bond					
07-Bond Cash	45,972	0	22,986	33,544	12,428
07-Bond CD	913,375	960,860	937,118	133,660	779,715
Total - Bond	\$ 959,347	\$ 960,860	\$ 960,104	\$ 167,204	\$ 792,143
08-Building					
08-Building Cash (FCB)	4	10	7	(2,755)	2,759
08-Building Cash (FSB)	-	-	-	-	-
08-Building CD	170,350	138,625	154,488	(6,035)	176,385
Total - Building	\$ 170,354	\$ 138,635	\$ 154,494	\$ (8,790)	\$ 179,144
09-QCPUF					
09-QCPUF Cash	56	56	56	-	56
09-QCPUF CD	-	-	-	-	-
Total - QCPUF	\$ 56	\$ 56	\$ 56	\$ -	\$ 56
12-Student Fee					
12-Student Fee Cash	19,346	19,267	19,306	305	19,041
Total - Student Fee	\$ 19,346	\$ 19,267	\$ 19,306	\$ 305	\$ 19,041
Total - All	\$ 2,788,039	\$ 2,333,646	\$ 2,560,842	\$ 662,178	\$ 2,125,861

Arapahoe Public School District

Receipt / Expenditure Report

September 2022 - August 2023

	Sep-22	Oct-22	YTD Average	YTD Actual	YTD Budget	% Remaining	Over Budget / (Under Budget)
Receipts							
01-General	913,233	23,147	468,190	936,379	5,217,060	82.05%	(4,280,681)
02-Depreciation	39	119	79	158	243,983	99.94%	(243,825)
03-Employee Benefit	2	3	2	5	18	72.89%	(13)
05-Activities	11,759	6,007	8,883	17,766	191,850	90.74%	(174,085)
06-Nutrition	26,525	4,139	15,332	30,663	356,878	91.41%	(326,215)
07-Bond	167,204	1,513	84,358	168,717	817,575	79.36%	(648,858)
08-Building (FCB)	60	95	77	155	200,720	99.92%	(200,565)
08-Building (FSB)	-	-	-	-	-	-	-
09-QCPIUF	-	-	-	-	-	-	-
12-Student Fee	305	-	153	305	5,000	93.90%	(4,695)
Total Receipts	\$ 1,119,126	\$ 35,021	\$ 577,074	\$ 1,154,148	\$ 7,033,084	83.59%	\$ (5,878,936)
Expenditures							
01-General	390,570	412,431	401,500	803,001	6,618,423	87.87%	(5,815,422)
02-Depreciation	-	1,370	685	1,370	457,939	99.70%	(456,569)
03-Employee Benefit	-	-	-	-	5,465	100.00%	(5,465)
05-Activities	20,373	10,011	15,192	30,384	346,031	91.22%	(315,647)
06-Nutrition	37,155	33,710	35,433	70,865	403,501	82.44%	(332,636)
07-Bond	-	-	-	-	1,705,177	100.00%	(1,705,177)
08-Building (FCB)	8,850	31,814	20,332	40,664	377,109	89.22%	(336,445)
08-Building (FSB)	-	-	-	-	56	100.00%	(56)
09-QCPIUF	-	-	-	79	24,007	99.67%	(23,928)
12-Student Fee	-	79	40	79	24,007	99.67%	(23,928)
Total Expenditures	\$ 456,948	\$ 489,415	\$ 473,181	\$ 946,363	\$ 9,937,708	90.48%	\$ (8,991,345)

Additional Information:		Sep-22	Oct-22	Total Sep- Dec	Total Jan- Aug	Total Sep- Aug
General Fund Only						
Frontier County Taxes Coll'd	15,061	-	\$ 15,061	\$ -	\$ 15,061	\$ -
Furnas County Taxes Coll'd	481,594	4,200	\$ 485,795	\$ -	\$ 485,795	\$ -
Gosper County Taxes Coll'd	206,968	-	\$ 206,968	\$ -	\$ 206,968	\$ -
Interest on RE/PP Frontier Co. Taxes Coll'd	-	-	\$ -	\$ -	\$ -	\$ -
Interest on RE/PP Furnas Co. Taxes Coll'd	322	90	\$ 412	\$ -	\$ 412	\$ -
Interest on RE/PP Gosper Co. Taxes Coll'd	193	-	\$ 193	\$ -	\$ 193	\$ -
Carlisle Taxes (All Counties)	609	-	\$ 609	\$ -	\$ 609	\$ -
Motor Vehicle Taxes (All Counties)	23,866	13,112	\$ 36,978	\$ -	\$ 36,978	\$ -
Fines & Licenses (All Counties)	1,678	2,211	\$ 3,889	\$ -	\$ 3,889	\$ -
Homestead (All Counties)	-	-	\$ -	\$ -	\$ -	\$ -
Prop/Pers Prop Tax Credit (All Counties)	-	-	\$ -	\$ -	\$ -	\$ -
Pro Rate MV (All Counties)	-	-	\$ -	\$ -	\$ -	\$ -
State Aid	15,898	-	\$ 15,898	\$ -	\$ 15,898	\$ -
SPED SA Reimb FY 20-21 (Approx. 43%)	-	-	\$ -	\$ -	\$ -	\$ -
Apportionment (School Land)	-	-	\$ -	\$ -	\$ -	\$ -
Inter-Fund Loan	-	-	\$ -	\$ -	\$ -	\$ -
All other receipts	167,044	3,533	\$ 170,577	\$ -	\$ 170,577	\$ -
Total Taxes Coll'd	703,624	4,200	\$ 707,824	\$ -	\$ 707,824	\$ -
Expenditures-Payroll/Benefits	330,004	328,923	\$ 658,927	\$ -	\$ 658,927	\$ -
Expenditures-All Other	60,566	83,508	\$ 144,074	\$ -	\$ 144,074	\$ -
Inter-Fund Loan Repayment XXX/XXX	-	-	\$ -	\$ -	\$ -	\$ -
Running Balance	\$ 1,240,227	\$ 850,942				
^ Cash on Hand as of 8/31/22	717,564					
Number of Months the District could operate with the monthly cash balances based on average expenditures of \$400k	3.10	2.13				
Nutrition Fund Only						
State of NE Reimb	15,514	-	\$ 15,514	\$ -	\$ 15,514	\$ -
Xfr from General Fund	-	-	\$ -	\$ -	\$ -	\$ -
All other receipts	11,010	4,139	\$ 15,149	\$ -	\$ 15,149	\$ -
Expenditures-Payroll/Benefits	9,564	10,779	\$ 20,344	\$ -	\$ 20,344	\$ -
Expenditures-All Other	27,591	22,931	\$ 50,521	\$ -	\$ 50,521	\$ -
Running Balance	\$ 40,163	\$ 10,591				
^ Cash on Hand as of 8/31/22	50,793					
Number of Months the District could operate with the monthly cash balances based on average expenditures of \$32.5K	1.24	0.33				

	Sep-22	Oct-22	Total Sep- Dec	Total Jan- Aug	Total Sep- Aug
Building (FCB) Fund Only					
Frontier County Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Furnas County Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Gosper County Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Interest on RE/PP Frontier Co. Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Interest on RE/PP Furnas Co. Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Interest on RE/PP Gosper Co. Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Inter-Fund Loan	60	95	\$ 155	\$ -	\$ 155
All other receipts					
Total Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Expenditures-All Other	8,850	31,814	\$ 40,664	\$ -	\$ 40,664
Inter-Fund Loan to General Fund	-	-	\$ -	\$ -	\$ -
Running Balance	\$ 170,354	\$ 138,635			
\$ 179,144					
^ Cash on Hand as of 8/31/22					
Bond Fund Only					
Frontier County Taxes Coll'd	2,885	-	\$ 2,885	\$ -	\$ 2,885
Furnas County Taxes Coll'd	114,553	986	\$ 115,539	\$ -	\$ 115,539
Gosper County Taxes Coll'd	49,237	-	\$ 49,237	\$ -	\$ 49,237
Interest on RE/PP Frontier Co. Taxes Coll'd	-	-	\$ -	\$ -	\$ -
Interest on RE/PP Furnas Co. Taxes Coll'd	74	19	\$ 93	\$ -	\$ 93
Interest on RE/PP Gosper Co. Taxes Coll'd	46	-	\$ 46	\$ -	\$ 46
Carline (All Counties)	145	-	\$ 145	\$ -	\$ 145
Homestead (All Counties)	-	-	\$ -	\$ -	\$ -
Prop/Pers Prop Tax Credit (All Counties)	-	-	\$ -	\$ -	\$ -
Pro Rate MV (All Counties)	-	-	\$ -	\$ -	\$ -
Transfer from General Fund	-	-	\$ -	\$ -	\$ -
All other receipts	265	508	\$ 773	\$ -	\$ 773
Total Taxes Coll'd	166,675	986	\$ 167,661	\$ -	\$ 167,661
Expenditures-All Other	-	-	\$ -	\$ -	\$ -
Running Balance	\$ 959,347	\$ 960,860			
\$ 792,143					
^ Cash on Hand as of 8/31/22					

Arapahoe Public School District #18

Cash Receipts Customer History Report - September 2022

Customer Name				
1 - Furnas County Treasurer				
Batch No.	Receipt No.	Date	Description	Amount
002950	00002	9/8/2022	Carline (Bond)	\$144.87
002949	00003	9/8/2022	Carline (Gen)	\$608.95
002949	00004	9/8/2022	Fines (Gen)	\$1,504.13
002950	00001	9/8/2022	Interest / Penalties (Bond)	\$25.97
002949	00002	9/8/2022	Interest / Penalties (Gen)	\$120.82
002949	00001	9/8/2022	MV (Gen)	\$22,532.50
002950	00003	9/8/2022	Taxes (Bond)	\$88,381.87
002949	00005	9/8/2022	Taxes (Gen)	\$371,581.09
002993	00002	9/21/2022	In Lieu of 5% Tax (Bond)	\$730.35
002992	00002	9/21/2022	In Lieu of 5% Tax (Gen)	\$3,070.05
002993	00001	9/21/2022	Interest / Penalties (Bond)	\$47.83
002992	00001	9/21/2022	Interest / Penalties (Gen)	\$201.13
002993	00003	9/21/2022	Taxes (Bond)	\$25,441.23
002992	00003	9/21/2022	Taxes (Gen)	\$106,943.23
Sub Total				\$621,334.02

Customer Name				
10 - State of NE-Lunch				
Batch No.	Receipt No.	Date	Description	Amount
002996	00003	9/22/2022	Breakfast FY 2022 (Nut)	\$2,438.86
002996	00004	9/22/2022	Lunch-Sect 4 6cent FY2022 (Nut)	\$335.20
002996	00002	9/22/2022	Lunch-Section 11 FY 2022 (Nut)	\$8,512.64
002996	00001	9/22/2022	Lunch-Section 4 FY 2022 (Nut)	\$3,310.10
002996	00006	9/22/2022	SFP Admin FY 2022 (Nut)	(\$13.41)
002996	00005	9/22/2022	SFP Operating FY 2022 (Nut)	(\$128.03)
Sub Total				\$14,455.36

Customer Name				
14 - State of NE				
Batch No.	Receipt No.	Date	Description	Amount
002943	00001	9/7/2022	ESSER II (Gen)	\$67,000.00
002943	00002	9/7/2022	Title I (Gen)	\$5,755.00
002945	00001	9/9/2022	Distance Ed Incentive (Gen)	\$861.48
002951	00001	9/13/2022	ESSER III (Gen)	\$83,266.00
003010	00001	9/30/2022	Supply Chain Assistance (Nut)	\$1,059.08
Sub Total				\$157,941.56

Customer Name				
2 - Gosper County Treasurer				
Batch No.	Receipt No.	Date	Description	Amount
002941	00001	9/7/2022	MV (Gen)	\$1,333.37
002942	00001	9/7/2022	Taxes (Bond)	\$32,415.05
002941	00002	9/7/2022	Taxes (Gen)	\$136,257.76
002994	00002	9/21/2022	Fines (Gen)	\$164.76
002995	00001	9/21/2022	Interest / Penalties (Bond)	\$45.97

002994	00001	9/21/2022	Interest / Penalties (Gen)	\$193.04
002995	00002	9/21/2022	Taxes (Bond)	\$16,821.56
002994	00003	9/21/2022	Taxes (Gen)	\$70,710.26
Sub Total				\$257,941.77

Customer Name
3 - Frontier County Treasurer

Batch No.	Receipt No.	Date	Description	Amount
002970	00001	9/14/2022	Fines	\$8.81
002971	00001	9/14/2022	Taxes (Bond)	\$2,884.58
002970	00002	9/14/2022	Taxes (Gen)	\$12,125.45
002998	00001	9/28/2022	Taxes (Gen)	\$2,935.97
Sub Total				\$17,954.81

Customer Name
5 - State of Nebraska- State Aid

Batch No.	Receipt No.	Date	Description	Amount
003011	00001	9/30/2022	State Aid (Gen)	\$15,898.00
Sub Total				\$15,898.00

Customer Name
7 - First Central Bank

Batch No.	Receipt No.	Date	Description	Amount
002958	00001	9/15/2022	CD Int (Bldg)	\$59.92
002959	00001	9/15/2022	CD Int (Bond)	\$264.89
002960	00001	9/15/2022	CD Int (Dep)	\$38.71
002961	00001	9/15/2022	CD Int (Emp Ben)	\$1.85
002957	00001	9/15/2022	CD Int (Gen)	\$208.58
003012	00001	9/30/2022	Interest (Gen)	\$0.48
Sub Total				\$574.43

Customer Name
8 - Various / Miscellaneous

Batch No.	Receipt No.	Date	Description	Amount
002938	00001	9/1/2022	9/1/22 Meal Deposit (Nut)	\$290.00
002936	00001	9/1/2022	Computer CheckOut Fee-Foley, N (Stud Fee)	\$35.00
002935	00001	9/1/2022	Football - Compression Shirts	\$510.00
002937	00001	9/1/2022	Sysco Rebate (Nut)	\$69.85
002946	00001	9/6/2022	9/6/22 Meal Deposit (Nut)	\$20.00
002939	00002	9/7/2022	8/29/22-9/1/22 Meal Deposits (Nut)	\$1,030.00
002939	00001	9/7/2022	8/29/22-9/1/22 Sales (Nut)	\$9.15
002939	00003	9/7/2022	9/2/22 Meal Deposits (Nut)	\$14.00
002940	00001	9/7/2022	Recorders (Act)	\$6.00
002948	00001	9/8/2022	9/8/22 Meal Deposit (Nut)	\$100.00
002947	00001	9/9/2022	Football - Football Camp	\$1,230.00
002944	00001	9/9/2022	JV Volleyball - 8/29/22 Gate/Admissions	\$595.00
002980	00001	9/12/2022	9/12/22 Meal Deposit (Nut)	\$50.00
002981	00001	9/12/2022	9/12/22 Meal Deposit (Nut)	\$100.00
002955	00002	9/12/2022	9/6/22 Meal Deposits (Nut)	\$590.10
002955	00001	9/12/2022	9/6/22 Sales (Nut)	\$2.50
002955	00004	9/12/2022	9/7/22 Meal Deposits (Nut)	\$277.00
002955	00003	9/12/2022	9/7/22 Sales (Nut)	\$3.30

002955	00006	9/12/2022	9/8/22 Meal Deposits (Nut)	\$275.80
002955	00005	9/12/2022	9/8/22 Sales (Nut)	\$5.00
002956	00001	9/12/2022	Activity Passes (Act)	\$75.00
002964	00001	9/12/2022	Bowling - Pizza Supper Fundraiser @ 9/9/22 Football Game	\$323.00
002953	00001	9/12/2022	C. Pemberton-Sale of unused kitchen equipment-Dual Oven, Dual Oven w/ Range, Stainless Steel Kitchen Sink/Counter w/ Faucet (Gen)	\$250.00
002955	00008	9/12/2022	EE Reimb for Food Purch'd (Nut)	\$115.92
002966	00001	9/12/2022	FCCLA - Dues	\$50.00
002963	00001	9/12/2022	FCCLA - Split the Pot Fundraiser	\$331.00
002965	00001	9/12/2022	FFA - Land O' Lakes Donation	\$1,666.00
002962	00001	9/12/2022	Football - Gate/Admissions 9/9/22	\$881.00
002955	00007	9/12/2022	Kindergarten Milk Money 22-23 (Nut)	\$40.00
002954	00001	9/12/2022	Phelps Memorial Health Center-Donation for emergency backpacks (Gen)	\$500.00
002952	00001	9/12/2022	PK (Gen)	\$116.00
002982	00001	9/13/2022	9/13/22 Meal Deposit (Nut)	\$20.00
002972	00006	9/14/2022	9/13/22 Meal Deposits (Nut)	\$435.00
002972	00005	9/14/2022	9/13/22 Sales (Nut)	\$1.25
002983	00001	9/14/2022	9/14/22 Meal Deposit (Nut)	\$170.00
002972	00004	9/14/2022	9/9/22-9/12/22 Meal Deposits (Nut)	\$550.00
002972	00003	9/14/2022	9/9/22-9/12/22 Sales (Nut)	\$6.25
002969	00001	9/14/2022	Computer Sales (Gen)	\$400.00
002972	00002	9/14/2022	Kindergarten Milk Money 22-23 (Nut)	\$40.00
002972	00001	9/14/2022	Schievelbein, C-Reimb APS for food purch'd (Nut)	\$91.90
002969	00002	9/14/2022	Toiletry Sales (Gen)	\$13.25
002984	00001	9/15/2022	9/15/22 Meal Deposit (Nut)	\$60.00
002967	00004	9/15/2022	Anderson-Insurance-Sept (Gen-Clrng)	\$2,087.93
002968	00005	9/15/2022	Breinig, P-FSA (Sect 125)	\$170.00
002968	00006	9/15/2022	Eman, K-FSA (Sect 125)	\$99.00
002968	00007	9/15/2022	Foley, M-FSA (Sect 125)	\$100.00
002968	00001	9/15/2022	Helms, K-DCA (Sect 125)	\$375.00
002968	00008	9/15/2022	Johansen, T-FSA (Sect 125)	\$50.00
002967	00005	9/15/2022	Lambert, J-BCBS (Gen-Clrng)	\$5.98
002967	00006	9/15/2022	Maaske, C-BCBS (Gen-Clrng)	\$5.98
002968	00009	9/15/2022	Monie, L-FSA (Sect 125)	\$237.50
002968	00010	9/15/2022	Perez, R-FSA (Sect 125)	\$237.50
002968	00003	9/15/2022	Rawson, M-DCA (Sect 125)	\$416.74
002967	00001	9/15/2022	Schutz-Insurance-Sept (Gen-Clrng)	\$1,248.77
002967	00002	9/15/2022	Schutz-Insurance-Sept (Gen-Clrng)	\$72.86
002968	00002	9/15/2022	Strand, J-DCA (Sect 125)	\$100.00
002968	00004	9/15/2022	Thomas, H-DCA (Sect 125)	\$333.37
002967	00007	9/15/2022	Weatherwax, Le-BCBS (Gen-Clrng)	\$16.73
002967	00003	9/15/2022	Weatherwax, L-Insurance-Sept (Gen-Clrng)	\$1,149.00
002967	00008	9/15/2022	Weatherwax, Ly-BCBS (Gen-Clrng)	\$5.98
002974	00001	9/16/2022	9/14/22 Donation (Nut)	\$1.00
002974	00003	9/16/2022	9/14/22 Meal Deposits (Nut)	\$425.00
002974	00002	9/16/2022	9/14/22 Sales (Nut)	\$3.75
002974	00005	9/16/2022	9/15/22 Meal Deposits (Nut)	\$723.50
002974	00004	9/16/2022	9/15/22 Sales (Nut)	\$5.00
002985	00001	9/16/2022	9/16/22 Meal Deposit (Nut)	\$150.00
002973	00001	9/16/2022	CC Shirts/Sweatshirts (Act)	\$689.00
002976	00001	9/19/2022	Class of 2023 - Chocolate Bar Sales	\$1,140.00

002975	00001	9/19/2022	Football - 9/16/22 Gate/Admissions	\$1,035.00
002979	00002	9/20/2022	9/16/22 Meal Deposits (Nut)	\$735.00
002979	00001	9/20/2022	9/16/22 Sales (Nut)	\$1.25
002978	00001	9/20/2022	Band Fees Reimb'd by Students (Act)	\$234.00
002987	00001	9/20/2022	FCCLA - Split the Pot Fundraiser	\$329.00
002977	00001	9/20/2022	Instrument Rental (Stud Fee)	\$270.00
002979	00003	9/20/2022	McCarty's-Reimb Yogurt-Donation (Nut)	\$1,346.75
002986	00001	9/20/2022	Volleyball - Walking Taco Fundraiser Supper	\$357.00
002990	00001	9/21/2022	9/21/22 Meal Deposit (Nut)	\$255.00
002989	00001	9/22/2022	9/20 VB Gate vs Southwest (Act)	\$474.00
002991	00001	9/22/2022	9/22/22 Meal Deposit (Nut)	\$150.00
002988	00001	9/22/2022	Pizza Fundraiser (Act)	\$185.00
003005	00001	9/23/2022	9/23/22 Meal Deposit (Nut)	\$45.00
003006	00001	9/26/2022	9/26/22 Meal Deposit (Nut)	\$300.00
002999	00002	9/28/2022	9/19/22 Meal Deposits (Nut)	\$225.00
002999	00001	9/28/2022	9/19/22 Sales (Nut)	\$2.50
002999	00004	9/28/2022	9/20/22-9/21/22 Meal Deposits (Nut)	\$280.00
002999	00003	9/28/2022	9/20/22-9/21/22 Sales (Nut)	\$3.75
002999	00006	9/28/2022	9/22/22 Meal Deposits (Nut)	\$20.00
002999	00005	9/28/2022	9/22/22 Sales (Nut)	\$1.25
002999	00007	9/28/2022	9/23/22-9/26/22 Donation (Nut)	\$0.30
002999	00009	9/28/2022	9/23/22-9/26/22 Meal Deposits (Nut)	\$1,312.95
002999	00008	9/28/2022	9/23/22-9/26/22 Sales (Nut)	\$6.25
003007	00001	9/28/2022	9/28/22 Meal Deposit (Nut)	\$200.00
003008	00001	9/28/2022	9/28/22 Meal Deposit (Nut)	\$200.00
003000	00001	9/28/2022	Aflac Refund-Blackmore (Gen-Clrng)	\$38.48
003000	00002	9/28/2022	Aflac Refund-K. Helms (Gen-Clrng)	\$21.90
003001	00001	9/28/2022	Backpack Program - United First Methodist Church Donation	\$134.00
002997	00002	9/28/2022	BSN Sales-Speech (Act)	\$380.00
003013	00001	9/28/2022	CC Meet Entry Fees (Act)	\$720.00
002997	00001	9/28/2022	CC Shirts (Act)	\$25.00
003004	00001	9/28/2022	FFA - Dues	\$80.00
003003	00001	9/28/2022	FFA - T-Shirt & Extra Orders	\$210.00
003002	00001	9/28/2022	JV VB - 8/29/22 Quad Entry Fees	\$100.00
002998	00002	9/28/2022	PK (Gen)	\$1,660.00
002998	00003	9/28/2022	Stevens, H-Computer Sales (Gen)	\$240.00
003009	00001	9/30/2022	9/30/22 Meal Deposit (Nut)	\$250.00
Sub Total				\$33,026.24
Grand Total				\$1,119,126.19

Arapahoe Public School District
Check Payments by Fund Report
October 14, 2022

Fund	Amount	Percent
01-General (Claims)	\$ 82,782.77	17.29%
01-General (Payroll & Benefits)	\$ 328,923.04	68.71%
02-Depreciation	\$ 1,369.53	0.29%
03-Employee Benefit	\$ -	
06-Nutrition (Claims)	\$ 22,930.89	4.79%
06-Nutrition (Payroll & Benefits)	\$ 10,779.46	2.25%
07-Bond	\$ -	
08-Building (FCB)	\$ 31,814.17	6.65%
08-Building (FSB)	\$ -	
09-QCPUF	\$ -	
12-Student Fee	\$ 79.00	0.02%
Total Claims	\$ 138,976.36	29.03%
Total Payroll	\$ 339,702.50	70.97%
Total Claims & Payroll	\$ 478,678.86	

* A motion is needed to approve the claims including the General Fund, Depreciation Fund, Nutrition Fund, Building Fund, and Student Fee Fund totaling \$478,678.86.

* Whipple abstaining from Claim No. 35438 to Arapahoe Telephone Company (ATC) for \$361.17.

Arapahoe Public School District #18

Check Listing Report 10/14/2022

Check Date	Check Number	Payee	Amount
10/14/2022	PR	Payroll & Benefits	\$339,702.50
10/14/2022	35430	Adriana Henderson	\$24.75
10/14/2022	35431	Ag Valley Cooperative Non-Stock	\$4,788.97
10/14/2022	35432	Amazon Capital Services	\$702.16
10/14/2022	35433	Ambience Counseling Center, LLC	\$3,710.25
10/14/2022	35434	Amy Mowry	\$22.45
10/14/2022	35435	Arapahoe Utilities	\$12,494.87
10/14/2022	35436	ASCD	\$89.00
10/14/2022	35437	AT& T	\$136.72
10/14/2022	35438	ATC Communications	\$361.17
10/14/2022	35439	B.E. Publishing, Inc.	\$444.75
10/14/2022	35440	Bernard Food Industries	\$1,683.27
10/14/2022	35441	Black Hills Energy	\$349.65
10/14/2022	35442	Cacy Electric, LLC	\$1,369.53
10/14/2022	35443	Cash-Wa Distributing Company of Kearney, Inc.	\$4,786.49
10/14/2022	35444	CEI Security & Sound	\$1,825.50
10/14/2022	35445	Computer Hardware	\$1,536.00
10/14/2022	35446	Consumer Reports	\$20.00
10/14/2022	35447	Crouch Recreation, Inc.	\$31,405.00
10/14/2022	35448	Culligan Water Conditioning	\$304.62
10/14/2022	35449	D & D Service	\$901.81
10/14/2022	35450	D & N	\$181.88
10/14/2022	35451	DANA F. COLE & COMPANY, LLP	\$9,792.00
10/14/2022	35452	DICK BLICK ART MATERIALS	\$206.58
10/14/2022	35454	District 18 Nutrition Fund	\$55.25
10/14/2022	35455	Dollar General	\$98.10
10/14/2022	35456	Eakes Office Solutions	\$2,061.90
10/14/2022	35457	Elwood Public Schools	\$133.57
10/14/2022	35458	ESU #10	\$352.79
10/14/2022	35459	ESU #11	\$3,501.65
10/14/2022	35460	ESU #2	\$273.13
10/14/2022	35461	Family Medical Specialties	\$149.00
10/14/2022	35462	First Central Bank	\$10.20
10/14/2022	35463	Flinn Scientific Inc.	\$185.95
10/14/2022	35464	General Glass of Holdrege Inc.	\$409.17
10/14/2022	35465	HARRIS SCHOOL SOLUTIONS	\$302.65
10/14/2022	35466	Hemelstrand's Inc.	\$439.59
10/14/2022	35467	HireRight	\$273.75
10/14/2022	35468	Hometown Leasing	\$1,698.34
10/14/2022	35469	J.W. PEPPER & SON, INC	\$162.99
10/14/2022	ACH	Katharine E Sisson	\$9,183.75
10/14/2022	35470	Landmark Implement Inc	\$38.68
10/14/2022	35471	McGraw-Hill Education, Inc.	\$67.17
10/14/2022	35473	Nebraska Association of School Boards (NASB)	\$2,461.00
10/14/2022	35475	Nebraska Council of School Administrators	\$225.00
10/14/2022	35476	Nebraskaland Tire Co	\$680.40
10/14/2022	35477	One Source the Background Check Company	\$26.50

10/14/2022	35478	Pioneer Athletics	\$2,462.20
10/14/2022	35479	QUADIENT LEASING	\$170.97
10/14/2022	35480	Radio Engineering Industries, Inc (REI)	\$7,870.38
10/14/2022	35481	Riverside Insights	\$517.00
10/14/2022	35482	Robolink, Inc.	\$2,149.90
10/14/2022	35483	S & W Auto Parts	\$9.18
10/14/2022	35484	Schaben Sanitation	\$50.00
10/14/2022	ACH	Schutz Jennifer A OTR-L	\$4,569.75
10/14/2022	35485	Subway	\$195.22
10/14/2022	35487	Sysco Lincoln	\$6,105.41
10/14/2022	35488	Teacher Synergy, LLC	\$177.78
10/14/2022	35489	Tornado Alley	\$13.99
10/14/2022	ACH	U.S. Bank	\$3,578.33
10/14/2022	35490	Union Bank & Trust Company	\$64.00
10/14/2022	35491	UNITED STATES POSTAL SERVICE	\$238.30
10/14/2022	35492	US Foods	\$10,073.99
10/14/2022	35493	Village Uniform	\$458.38
10/14/2022	35494	VVS, Inc.	\$39.62
10/14/2022	35495	Wagner's Supermarket, Inc.	\$269.01
10/14/2022	35496	WOODWARD'S DISPOSAL SERVICE, INC.	\$35.00
Sub Total			\$478,678.86

Arapahoe Public School District #18

Check Listing Report 10/14/2022

Check Date	Check Number	Payee	Description	Amount
10/14/2022	PR	Payroll & Benefits	Payroll & Benefits	\$339,702.50
10/14/2022	35430	Adriana Henderson	Refund remaining meal account balance	\$24.75
10/14/2022	35431	Ag Valley Cooperative Non-Stock	Fuel	\$4,788.97
10/14/2022	35432	Amazon Capital Services	Drews, B-Amazon-(10) Orange Backpacks for Emergency Kits; Hilker-Wet Erase Markers, Dry Erase Magnetic Labels	\$155.12
10/14/2022	35432	Amazon Capital Services	Franssen-Replacement Tire Inner Tubes for Hand Trucks & Replacement Spouts for Gas Cans	\$30.88
10/14/2022	35432	Amazon Capital Services	Hambidge, S-Tissue Paper, Pony Beads, Pipe Cleaners, Drop Ceiling Hooks, Popsicle Sticks, Play-Doh, Foam Sheets, Math Pop Toy, Clipboard Holder, Plastic Needles	\$224.90
10/14/2022	35432	Amazon Capital Services	Helms, C-Amazon-Labels for Elementary Report Card Envelopes	\$49.99
10/14/2022	35432	Amazon Capital Services	Huxoll, A-Wooden Popsicle Sticks	\$10.98
10/14/2022	35432	Amazon Capital Services	Huxoll, S-(5) Visitor Parking Only Signs; Surge Protector	\$159.64
10/14/2022	35432	Amazon Capital Services	Snyder-Document Camera, Bromothymol Blue Solution	\$70.65
10/14/2022	35433	Ambience Counseling Center, LLC	Counseling; Psych - Sept	\$3,710.25
10/14/2022	35434	Amy Mowry	Refund remaining meal account balance	\$22.45
10/14/2022	35435	Arapahoe Utilities	Water & Sewer; Electricity; Trash	\$12,494.87
10/14/2022	35436	ASCD	Drews, R-Membership	\$89.00
10/14/2022	35437	AT& T	Long Distance	\$136.72
10/14/2022	35438	ATC Communications	Local Phone	\$361.17
10/14/2022	35439	B.E. Publishing, Inc.	Spaulding-(5) Career Explorations Textbook	\$444.75
10/14/2022	35440	Bernard Food Industries	Food	\$1,418.24
10/14/2022	35440	Bernard Food Industries	Food	\$265.03
10/14/2022	35441	Black Hills Energy	Gas Service	\$349.65
10/14/2022	35442	Cacy Electric, LLC	Install new outside wall packs & soffit lamps on door 13 entry; Install outlet for 3D printer by Mr. Stagemeyer's Room; Install Outside Hudl Camera & troubleshoot scoreboard; Install Hudl Camera in South Gym	\$1,369.53
10/14/2022	35443	Cash-Wa Distributing Company of Kearney, Inc.	Food	\$572.87
10/14/2022	35443	Cash-Wa Distributing Company of Kearney, Inc.	Food	\$370.59
10/14/2022	35443	Cash-Wa Distributing Company of Kearney, Inc.	Food / Supplies	\$1,713.90
10/14/2022	35443	Cash-Wa Distributing Company of Kearney, Inc.	Food / Supplies	\$2,129.13
10/14/2022	35444	CEI Security & Sound	8/16/22 Update camera system to current version, train staff on current system, troubleshoot north gym camera, replaced north gym camera	\$1,825.50
10/14/2022	35445	Computer Hardware	Christian-Juno System for Classroom	\$1,457.00
10/14/2022	35445	Computer Hardware	Repair broken screen-Weatherbee, J (Charge Student)	\$79.00
10/14/2022	35446	Consumer Reports	Magazine Subscription (10) Issues	\$20.00
10/14/2022	35447	Crouch Recreation, Inc.	Daktronics Football Field Scoreboard	\$31,405.00
10/14/2022	35448	Culligan Water Conditioning	Salt / Cups / Rent	\$304.62
10/14/2022	35449	D & D Service	'07 Chevy Express Van-Service, RR Tire Repair	\$115.19
10/14/2022	35449	D & D Service	'08 Chevy Express Van-Service	\$62.03
10/14/2022	35449	D & D Service	'12 Dodge Grand Caravan-Replace front brake rotors & pads	\$392.66
10/14/2022	35449	D & D Service	'18B Chevy Suburban-Service	\$101.71
10/14/2022	35449	D & D Service	'19A Chevy Midbus-Service	\$66.36
10/14/2022	35449	D & D Service	'19B Chevy Midbus-Service, Repair Exhaust	\$163.86
10/14/2022	35450	D & N	9/16 (6) Sloan Vacuum Breaker Kits	\$33.78

10/14/2022	35450	D & N	9/26 2 units w/ plugged condensate drains, cleared plugs & flushed lines; Thermostat	\$148.10
10/14/2022	35451	DANA F. COLE & COMPANY, LLP	80% Accounting & Auditing Services; Travel & Out-of-Pocket Expenses	\$9,792.00
10/14/2022	35452	DICK BLICK ART MATERIALS	Woosley-Charcoal Pencils	\$115.99
10/14/2022	35452	DICK BLICK ART MATERIALS	Woosley-Tracing Pad, Cutting Mats	\$90.59
10/14/2022	35454	District 18 Nutrition Fund	(4) Meals 9/27-Auditors	\$17.00
10/14/2022	35454	District 18 Nutrition Fund	(5) Meals 9/26-Auditors	\$21.25
10/14/2022	35454	District 18 Nutrition Fund	Teammates Meals-Sept	\$17.00
10/14/2022	35455	Dollar General	Huxoll, A-Laundry Detergent	\$7.50
10/14/2022	35455	Dollar General	Huxoll, A-Wax Paper	\$3.25
10/14/2022	35455	Dollar General	Huxoll, S-Totes (Pump House)	\$25.00
10/14/2022	35455	Dollar General	Parent Teacher Conference Chips, Pop, Mints	\$62.35
10/14/2022	35456	Eakes Office Solutions	Copier Maintenance (6/28/22-9/27/22)	\$687.26
10/14/2022	35456	Eakes Office Solutions	Huxoll, S-Acid Foam Cleaner, Papertowels	\$759.40
10/14/2022	35456	Eakes Office Solutions	Huxoll, S-Kleenex, Toilet Paper	\$615.24
10/14/2022	35457	Elwood Public Schools	Drivers Ed-Gas & Oil	\$133.57
10/14/2022	35458	ESU #10	Deaf Ed / SPED Supervision	\$352.79
10/14/2022	35459	ESU #11	Tech Support / OverDrive Digital Collection / Zoom Pro Licenses (7)	\$3,501.65
10/14/2022	35460	ESU #2	Canvas Training 8/9/22-Mileage	\$273.13
10/14/2022	35461	Family Medical Specialties	DOT Physical-Eidson, Julie	\$149.00
10/14/2022	35462	First Central Bank	9/13/22 Payroll CD	\$10.20
10/14/2022	35463	Flinn Scientific Inc.	Snyder-Chemistry of Halloween Kit (7 Demonstrations)	\$185.95
10/14/2022	35464	General Glass of Holdrege Inc.	Replace broken glass (3rd grade room)	\$409.17
10/14/2022	35465	HARRIS SCHOOL SOLUTIONS	Hilker-EOY Tax Forms	\$302.65
10/14/2022	35466	Hemelstrand's Inc.	Repair & Maintenance Supplies	\$270.34
10/14/2022	35466	Hemelstrand's Inc.	Repairs & Maintenance	\$169.25
10/14/2022	35467	HireRight	Eidson-Annual Subscription Fee	\$273.75
10/14/2022	35468	Hometown Leasing	Copier Lease Pmt 028	\$1,698.34
10/14/2022	35469	J.W. PEPPER & SON, INC	Leising-(2) Songs for Concert & Contest	\$162.99
10/14/2022	ACH	Katharine E Sisson	Speech-Sept	\$9,183.75
10/14/2022	35470	Landmark Implement Inc	Franssen-Transmission Fluid	\$38.68
10/14/2022	35471	McGraw-Hill Education, Inc.	Ellis-Spanish Math Workbook; Henderson-Spanish Math Workbook; Mues-Spanish Math Workbook	\$67.17
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 Area Membership Meeting-Carpenter	\$77.00
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 State Ed Conference Registration-Carpenter	\$439.00
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 State Ed Conference Registration-Drews	\$439.00
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 State Ed Conference Registration-Lee	\$439.00
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 State Ed Conference Registration-Newly elected Board Member	\$314.00
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 State Ed Conference Registration-Newly elected Board Member	\$314.00
10/14/2022	35473	Nebraska Association of School Boards (NASB)	2022 State Ed Conference Registration-Whipple	\$439.00
10/14/2022	35475	Nebraska Council of School Administrators	2022 Labor Relations Registration-Lee	\$225.00
10/14/2022	35476	Nebraskaland Tire Co	'07 Van-(2) Back Tires; '16 Bus-(1) Front Tire	\$680.40
10/14/2022	35477	One Source the Background Check Company	Background Checks-Sept	\$26.50
10/14/2022	35478	Pioneer Athletics	Huxoll, S-(12 cases) White Aerosol	\$1,900.00
10/14/2022	35478	Pioneer Athletics	Huxoll, S-(6 cases) Blue Aerosol	\$562.20
10/14/2022	35479	QUADIENT LEASING	Postage Machine Lease	\$170.97
10/14/2022	35480	Radio Engineering Industries, Inc (REI)	(3) Camera Systems for Buses	\$7,870.38
10/14/2022	35481	Riverside Insights	Huxoll, A-Woodcock Johnson Testing Materials	\$517.00
10/14/2022	35482	Robolink, Inc.	Rolled over from FY21-22;Stagemeyer, R-Drones (Perkins)	\$2,149.90
10/14/2022	35483	S & W Auto Parts	Eidson-Windshield Washer Fluid	\$9.18
10/14/2022	35484	Schaben Sanitation	(10) Container Rental-Oct	\$50.00

10/14/2022	ACH	Schutz Jennifer A OTR-L	OT-Sept	\$4,569.75
10/14/2022	35485	Subway	Parent Teacher Conference Sandwiches	\$195.22
10/14/2022	35487	Sysco Lincoln	Food	\$1,767.04
10/14/2022	35487	Sysco Lincoln	Food (Schievelbein, C reimb APS)	\$91.90
10/14/2022	35487	Sysco Lincoln	Food / Supplies	\$1,031.44
10/14/2022	35487	Sysco Lincoln	Food / Supplies / Cookies-Homecoming	\$355.85
10/14/2022	35487	Sysco Lincoln	Milk (Supply Chain Assistance)	\$1,225.58
10/14/2022	35487	Sysco Lincoln	Milk (Supply Chain Assistance)	\$988.85
10/14/2022	35487	Sysco Lincoln	Yogurt (Reimb'd by McCarty Farms)	\$259.63
10/14/2022	35487	Sysco Lincoln	Yogurt (Reimb'd by McCarty Farms)	\$385.12
10/14/2022	35488	Teacher Synergy, LLC	Ellis, K-Handwriting Practice for entire year; Handwriting Practice for older students for entire year	\$39.19
10/14/2022	35488	Teacher Synergy, LLC	Ellis, K-my World 3rd Grade Chapters 1-8 Bundle - We Are Connected	\$39.20
10/14/2022	35488	Teacher Synergy, LLC	Ellis, K-myWorld Social Studies 4th Grade Bundle Regions of our Country	\$33.60
10/14/2022	35488	Teacher Synergy, LLC	Hambidge, S-myWorld Social Studies Grade 2 We Do Our Part Bundle	\$16.80
10/14/2022	35488	Teacher Synergy, LLC	Hambidge, S-Wonders Mentor Sentences Bundle	\$33.60
10/14/2022	35488	Teacher Synergy, LLC	Snyder, C-Atomic Structure Activity: Atoms Escape Room	\$7.00
10/14/2022	35488	Teacher Synergy, LLC	Snyder, C-Stations Activity-Chemistry in Biology Review	\$2.80
10/14/2022	35488	Teacher Synergy, LLC	Snyder-Protein Synthesis - DNA, Transcription and Translation Review Worksheet	\$5.59
10/14/2022	35489	Tornado Alley	Drews, B-Pizza-Meeting w/ Gentry & Berkley (Student Board Reps)	\$13.99
10/14/2022	ACH	U.S. Bank	Blackmore-Amazon-Resistance Band Sets	\$140.80
10/14/2022	ACH	U.S. Bank	Crosley-Amazon-EHA Supplies (Healthy Snacks, Sticky Notes, Stress Relief Balls)	\$92.19
10/14/2022	ACH	U.S. Bank	Deisley-Amazon-Fine Tip Dry Erase Markers	\$32.97
10/14/2022	ACH	U.S. Bank	Drews, B-BossyFox-(30) Orange Backpacks for Emergency Kits	\$313.74
10/14/2022	ACH	U.S. Bank	Drews, B-Runza-Meal-Supervising VB	\$10.15
10/14/2022	ACH	U.S. Bank	Drews, B-Runza-Meal-Supervising VB	\$18.79
10/14/2022	ACH	U.S. Bank	Drews, B-Shell Oil-Fuel-NCSA Meeting	\$41.70
10/14/2022	ACH	U.S. Bank	Drews-Amazon-Wireless Presenter w/ Laser Pointer, Binders	\$69.90
10/14/2022	ACH	U.S. Bank	Drews-Walmart-Tootsie Pops-Student Incentive (SRP Parent Signature)	\$36.36
10/14/2022	ACH	U.S. Bank	Drews-Walmart-Tootsie Pops-Student Incentive (SRP Parent Signature)	\$19.52
10/14/2022	ACH	U.S. Bank	Ellis, K-Amazon-Dot Stickers, Scissors, Storage Bins	\$97.69
10/14/2022	ACH	U.S. Bank	Ellis, K-Amazon-Laminating Pouches	\$108.68
10/14/2022	ACH	U.S. Bank	Gardner-NE Music Educators-Convention Registration	\$150.00
10/14/2022	ACH	U.S. Bank	Hambidge, S-Amazon-Straw Constructor Toys, Pop Toys, Dry Erase Boards	\$194.57
10/14/2022	ACH	U.S. Bank	Helms, C-Amazon-(12) Two-Way Radios	\$309.99
10/14/2022	ACH	U.S. Bank	Huxoll, A-Amazon-Nutrient Agar Plates	\$167.94
10/14/2022	ACH	U.S. Bank	Huxoll, A-Amazon-Owl Pellets	\$156.97
10/14/2022	ACH	U.S. Bank	Huxoll, A-Amazon-Perler Beads, Erasers, Pencils, Bead Boards	\$78.71
10/14/2022	ACH	U.S. Bank	Huxoll, S-Amazon-Light Up Traffic Vest	\$25.95
10/14/2022	ACH	U.S. Bank	Huxoll, S-Amazon-No Parking Sign, Plastic Razor Blade Scrapers	\$30.31
10/14/2022	ACH	U.S. Bank	Klein-Amazon-Middle Grade Books	\$117.45
10/14/2022	ACH	U.S. Bank	Klein-Amazon-Middle Grade Books	\$179.52
10/14/2022	ACH	U.S. Bank	Klein-Amazon-Storage Rack System	\$120.00
10/14/2022	ACH	U.S. Bank	Leising, V-NE Music Educators-Convention Registration	\$100.00

10/14/2022	ACH	U.S. Bank	Rawson-KAMI-Annual Subscription (Cancellation/Refund requested)	\$99.00
10/14/2022	ACH	U.S. Bank	Schutz-Amazon-Refund for pencil bags	(\$26.95)
10/14/2022	ACH	U.S. Bank	Sisson-mycoughdrop.com-Monthly Subscription-Austin, S	\$6.00
10/14/2022	ACH	U.S. Bank	Snyder-Amazon-(10) Calculators	\$86.58
10/14/2022	ACH	U.S. Bank	Snyder-Amazon-Periodic Table of Elements Poster	\$78.00
10/14/2022	ACH	U.S. Bank	Spaulding-Amazon-Buttons for sewing basics	\$21.16
10/14/2022	ACH	U.S. Bank	Stagemeyer, R-Amazon-3D Printer Filament	\$150.21
10/14/2022	ACH	U.S. Bank	Stagemeyer, R-Amazon-3D Printer Filament	\$39.97
10/14/2022	ACH	U.S. Bank	Stagemeyer, R-Amazon-Zip Tie Self Adhesive Mount Sets	\$15.98
10/14/2022	ACH	U.S. Bank	Stagemeyer, R-SysCloud-3 yr Annual Agreement SysCloud Google Backup for Staff 7/1/22-6/30/25	\$499.20
10/14/2022	ACH	U.S. Bank	Thomas-Amazon-iPad Case-S. Austin	\$24.94
10/14/2022	ACH	U.S. Bank	Thomas-Amazon-Sand Timers, Digital Timers	\$55.34
10/14/2022	ACH	U.S. Bank	Woosley-NAEA-Annual Membership-REFUND	(\$85.00)
10/14/2022	35490	Union Bank & Trust Company	DCA (2); FSA (6) - May	\$32.00
10/14/2022	35490	Union Bank & Trust Company	HSA (16) - May	\$32.00
10/14/2022	35491	UNITED STATES POSTAL SERVICE	Newsletter postage	\$119.15
10/14/2022	35491	UNITED STATES POSTAL SERVICE	Newsletter postage	\$119.15
10/14/2022	35492	US Foods	Food	\$199.12
10/14/2022	35492	US Foods	Food	\$1,720.24
10/14/2022	35492	US Foods	Food	\$2,739.53
10/14/2022	35492	US Foods	Food	\$2,298.73
10/14/2022	35492	US Foods	Food	\$3,103.40
10/14/2022	35492	US Foods	Supplies	\$12.97
10/14/2022	35493	Village Uniform	Aprons / Bar Towels / Mats	\$84.53
10/14/2022	35493	Village Uniform	Aprons / Bar Towels / Mats	\$84.53
10/14/2022	35493	Village Uniform	Mops / Mats	\$144.66
10/14/2022	35493	Village Uniform	Mops / Mats	\$144.66
10/14/2022	35494	VVS, Inc.	Coffee	\$39.62
10/14/2022	35495	Wagner's Supermarket, Inc.	Crosley-Meat & Cheese Tray (EHA)	\$50.00
10/14/2022	35495	Wagner's Supermarket, Inc.	Food	\$15.25
10/14/2022	35495	Wagner's Supermarket, Inc.	Food / Supplies	\$172.02
10/14/2022	35495	Wagner's Supermarket, Inc.	Snyder-Anatomy/Chemistry Lab Supplies	\$31.74
10/14/2022	35496	WOODWARD'S DISPOSAL SERVICE, INC.	Shredding	\$35.00
Sub Total				\$478,678.86

Arapahoe Public School District #18

Check Payments By Fund Report 10/14/2022

Sorted By Fund	Description General Fund	Check Number	Check Date	Payee	Account Code	Reason	Amount
		ACH	10/14/2022	403b	01-941-000	Liability Payment	\$5,002.34
		35420	10/14/2022	AFLAC	01-941-000	Liability Payment	\$3,064.38
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02630-626-001-0000	Custodial / Maintenance-Fuel	\$77.02
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02630-626-002-0000	Custodial / Maintenance-Fuel	\$94.14
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Diesel	\$325.53
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Diesel	\$397.87
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Gas	\$975.43
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Gas	\$1,192.20
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Propane	\$777.05
		35431	10/14/2022	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Propane	\$949.73
		35432	10/14/2022	Amazon Capital Services	01-2-03400-890-001-0000	Drews, B-Amazon-(10) Orange Backpacks for Emergency Kits	\$63.00
		35432	10/14/2022	Amazon Capital Services	01-2-03400-890-002-0000	Drews, B-Amazon-(10) Orange Backpacks for Emergency Kits	\$77.00
		35432	10/14/2022	Amazon Capital Services	01-2-02610-610-001-0000	Franssen-Replacement Tire Inner Tubes for Hand Trucks & Replacement Spouts for Gas Cans	\$13.90
		35432	10/14/2022	Amazon Capital Services	01-2-02610-610-002-0000	Franssen-Replacement Tire Inner Tubes for Hand Trucks & Replacement Spouts for Gas Cans	\$16.98
		35432	10/14/2022	Amazon Capital Services	01-2-01100-610-002-0103	Hambidge, S-Tissue Paper, Pony Beads, Pipe Cleaners, Drop Ceiling Hooks, Popsicle Sticks, Play-Doh, Foam Sheets, Math Pop Toy, Clipboard Holder, Plastic Needles	\$224.90
		35432	10/14/2022	Amazon Capital Services	01-2-02410-610-002-0000	Helms, C-Amazon-Labels for Elementary Report Card Envelopes	\$49.99
		35432	10/14/2022	Amazon Capital Services	01-2-02510-610-001-0000	Hilker-Wet Erase Markers, Dry Erase Magnetic Labels	\$6.80
		35432	10/14/2022	Amazon Capital Services	01-2-02510-610-002-0000	Hilker-Wet Erase Markers, Dry Erase Magnetic Labels	\$8.32
		35432	10/14/2022	Amazon Capital Services	01-2-01200-610-001-0119	Huxoll, A-Wooden Popsicle Sticks	\$10.98
		35432	10/14/2022	Amazon Capital Services	01-2-02610-610-001-0000	Huxoll, S-(5) Visitor Parking Only Signs; Surge Protector	\$71.84
		35432	10/14/2022	Amazon Capital Services	01-2-02610-610-002-0000	Huxoll, S-(5) Visitor Parking Only Signs; Surge Protector	\$87.80
		35432	10/14/2022	Amazon Capital Services	01-2-01100-610-001-0114	Snyder-Document Camera, Bromothymol Blue Solution	\$70.65
		35433	10/14/2022	Ambience Counseling Center, LLC	01-2-06998-320-001-0000	Counseling Services-Sept	\$483.00
		35433	10/14/2022	Ambience Counseling Center, LLC	01-2-06998-320-002-0000	Counseling Services-Sept	\$717.00
		35433	10/14/2022	Ambience Counseling Center, LLC	01-2-06998-320-001-0000	Psych Services-Sept	\$1,200.00
		35433	10/14/2022	Ambience Counseling Center, LLC	01-2-06998-320-002-0000	Psych Services-Sept	\$1,200.00
		35433	10/14/2022	Ambience Counseling Center, LLC	01-2-02141-610-001-0000	Testing Materials	\$49.61
		35433	10/14/2022	Ambience Counseling Center, LLC	01-2-02141-610-002-0000	Testing Materials	\$60.64
		35435	10/14/2022	Arapahoe Utilities	01-2-02610-621-001-0000	Electricity	\$4,543.27
		35435	10/14/2022	Arapahoe Utilities	01-2-02610-621-002-0000	Electricity	\$5,553.12
		35435	10/14/2022	Arapahoe Utilities	01-2-02610-420-001-0000	Trash	\$212.26
		35435	10/14/2022	Arapahoe Utilities	01-2-02610-420-002-0000	Trash	\$259.44
		35435	10/14/2022	Arapahoe Utilities	01-2-02610-410-001-0000	Water & Sewer	\$867.03
		35435	10/14/2022	Arapahoe Utilities	01-2-02610-410-002-0000	Water & Sewer	\$1,059.75
		35436	10/14/2022	ASCD	01-2-02320-810-001-0000	Drews, R-Membership	\$40.05
		35436	10/14/2022	ASCD	01-2-02320-810-002-0000	Drews, R-Membership	\$48.95
		35437	10/14/2022	AT&T	01-2-02580-530-001-0000	Long Distance	\$61.52
		35437	10/14/2022	AT&T	01-2-02580-530-002-0000	Long Distance	\$75.20
		35438	10/14/2022	ATC Communications	01-2-02580-530-001-0000	Local Phone	\$162.53
		35438	10/14/2022	ATC Communications	01-2-02580-530-002-0000	Local Phone	\$198.64
		35439	10/14/2022	B.E. Publishing, Inc.	01-2-01100-640-001-0125	Spaulding-(5) Career Explorations Textbook	\$444.75
		ACH	10/14/2022	Banner Capital Bank	01-941-000	Liability Payment	\$363.28
		35441	10/14/2022	Black Hills Energy	01-2-02610-621-001-0000	Gas Service	\$157.34
		35441	10/14/2022	Black Hills Energy	01-2-02610-621-002-0000	Gas Service	\$192.31
		35421	10/14/2022	Blue Cross Blue Shield of Nebraska	01-941-000	Liability Payment	\$53,424.94
		35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	01-2-02410-890-001-0000	Food for Teacher In-Service	\$54.81
		35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	01-2-02410-890-002-0000	Food for Teacher In-Service	\$66.99
		35444	10/14/2022	CEI Security & Sound	01-2-02640-431-001-0000	8/16/22 Update camera system to current version, train staff on current system, troubleshoot north gym camera, replaced north gym camera	\$821.51
		35444	10/14/2022	CEI Security & Sound	01-2-02640-431-002-0000	8/16/22 Update camera system to current version, train staff on current system, troubleshoot north gym camera, replaced north gym camera	\$1,003.99
		35445	10/14/2022	Computer Hardware	01-2-01100-610-001-0115	Christian-Juno System for Classroom	\$1,457.00
		35446	10/14/2022	Consumer Reports	01-2-02220-640-001-0128	Magazine Subscription (10) Issues	\$20.00
		35423	10/14/2022	CREDIT MANAGEMENT-BF	01-941-000	Liability Payment	\$408.65

35425	10/14/2022	CREDIT MANAGEMENT-CM	01-941-000	Liability Payment	\$247.42
35422	10/14/2022	CREDIT MANAGEMENT-DO	01-941-000	Liability Payment	\$354.87
35424	10/14/2022	CREDIT MANAGEMENT-JL	01-941-000	Liability Payment	\$237.08
35448	10/14/2022	Culligan Water Conditioning	01-2-02610-410-001-0000	Salt / Cups / Rent	\$137.08
35448	10/14/2022	Culligan Water Conditioning	01-2-02610-410-002-0000	Salt / Cups / Rent	\$167.54
35449	10/14/2022	D & D Service	01-2-02730-431-001-0000	'07 Chevy Express Van-Service, RR Tire Repair	\$51.82
35449	10/14/2022	D & D Service	01-2-02730-431-002-0000	'07 Chevy Express Van-Service, RR Tire Repair	\$63.37
35449	10/14/2022	D & D Service	01-2-02730-431-001-0000	'08 Chevy Express Van-Service	\$27.91
35449	10/14/2022	D & D Service	01-2-02730-431-002-0000	'08 Chevy Express Van-Service	\$34.12
35449	10/14/2022	D & D Service	01-2-02730-431-001-0000	'12 Dodge Grand Caravan-Replace front brake rotors & pads	\$176.67
35449	10/14/2022	D & D Service	01-2-02730-431-002-0000	'12 Dodge Grand Caravan-Replace front brake rotors & pads	\$215.99
35449	10/14/2022	D & D Service	01-2-02730-431-001-0000	'18B Chevy Suburban-Service	\$45.76
35449	10/14/2022	D & D Service	01-2-02730-431-002-0000	'18B Chevy Suburban-Service	\$55.95
35449	10/14/2022	D & D Service	01-2-02730-431-001-0000	'19A Chevy Midbus-Service	\$29.85
35449	10/14/2022	D & D Service	01-2-02730-431-002-0000	'19A Chevy Midbus-Service	\$36.51
35449	10/14/2022	D & D Service	01-2-02730-431-001-0000	'19B Chevy Midbus-Service, Repair Exhaust	\$73.71
35449	10/14/2022	D & D Service	01-2-02730-431-002-0000	'19B Chevy Midbus-Service, Repair Exhaust	\$90.15
35450	10/14/2022	D & N	01-2-02640-431-001-0000	9/16 (6) Sloan Vacuum Breaker Kits	\$15.20
35450	10/14/2022	D & N	01-2-02640-431-002-0000	9/16 (6) Sloan Vacuum Breaker Kits	\$18.58
35450	10/14/2022	D & N	01-2-02640-431-001-0000	9/26 2 units w/ plugged condensate drains, cleared plugs & flushed lines; Thermostat	\$66.65
35450	10/14/2022	D & N	01-2-02640-431-002-0000	9/26 2 units w/ plugged condensate drains, cleared plugs & flushed lines; Thermostat	\$81.45
35451	10/14/2022	DANA F. COLE & COMPANY, LLP	01-2-02510-315-001-0000	80% Accounting & Auditing Services	\$4,140.00
35451	10/14/2022	DANA F. COLE & COMPANY, LLP	01-2-02510-315-002-0000	80% Accounting & Auditing Services	\$5,060.00
35451	10/14/2022	DANA F. COLE & COMPANY, LLP	01-2-02510-315-001-0000	Travel & Out-of-Pocket Expenses	\$266.40
35451	10/14/2022	DANA F. COLE & COMPANY, LLP	01-2-02510-315-002-0000	Travel & Out-of-Pocket Expenses	\$325.60
ACH	10/14/2022	Department Of Revenue	01-941-000	Liability Payment	\$7,744.18
35452	10/14/2022	DICK BLICK ART MATERIALS	01-2-01100-610-001-0113	Woosley-Charcoal Pencils	\$52.20
35452	10/14/2022	DICK BLICK ART MATERIALS	01-2-01100-610-002-0113	Woosley-Charcoal Pencils	\$63.79
35452	10/14/2022	DICK BLICK ART MATERIALS	01-2-01100-610-001-0113	Woosley-Tracing Pad, Cutting Mats	\$40.77
35452	10/14/2022	DICK BLICK ART MATERIALS	01-2-01100-610-002-0113	Woosley-Tracing Pad, Cutting Mats	\$49.82
35426	10/14/2022	District 18 General Fund Clearing	01-941-000	Liability Payment	\$34.35
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-001-0000	(4) Meals 9/27-Auditors	\$7.65
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-002-0000	(4) Meals 9/27-Auditors	\$9.35
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-001-0000	(5) Meals 9/26-Auditors	\$9.56
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-002-0000	(5) Meals 9/26-Auditors	\$11.69
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-001-0000	Anderson, JD-Sept	\$3.83
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-002-0000	Anderson, JD-Sept	\$4.67
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-001-0000	Anderson, L-Sept	\$1.91
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-002-0000	Anderson, L-Sept	\$2.34
35427	10/14/2022	District 18 Nutrition Fund	01-941-000	Liability Payment	\$106.25
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-001-0000	Roskop, D-Sept	\$1.91
35454	10/14/2022	District 18 Nutrition Fund	01-2-02320-890-002-0000	Roskop, D-Sept	\$2.34
ACH	10/14/2022	District 18 Section 125 Acct	01-941-000	Liability Payment	\$2,113.27
35455	10/14/2022	Dollar General	01-2-01200-610-001-0119	Huxoll, A-Laundry Detergent	\$7.50
35455	10/14/2022	Dollar General	01-2-01200-610-001-0119	Huxoll, A-Wax Paper	\$3.25
35455	10/14/2022	Dollar General	01-2-02610-610-001-0000	Huxoll, S-Totes (Pump House)	\$11.25
35455	10/14/2022	Dollar General	01-2-02610-610-002-0000	Huxoll, S-Totes (Pump House)	\$13.75
35455	10/14/2022	Dollar General	01-2-02410-890-001-0000	Parent Teacher Conference Chips, Pop, Mints	\$28.06
35455	10/14/2022	Dollar General	01-2-02410-890-002-0000	Parent Teacher Conference Chips, Pop, Mints	\$34.29
35456	10/14/2022	Eakes Office Solutions	01-2-02230-432-001-0000	Copier Maintenance (6/28/22-9/27/22)	\$309.27
35456	10/14/2022	Eakes Office Solutions	01-2-02230-432-002-0000	Copier Maintenance (6/28/22-9/27/22)	\$377.99
35456	10/14/2022	Eakes Office Solutions	01-2-02610-610-001-0000	Huxoll, S-Acid Foam Cleaner, Papertowels	\$341.73
35456	10/14/2022	Eakes Office Solutions	01-2-02610-610-002-0000	Huxoll, S-Acid Foam Cleaner, Papertowels	\$417.67
35456	10/14/2022	Eakes Office Solutions	01-2-02610-610-001-0000	Huxoll, S-Kleenex, Toilet Paper	\$276.86
35456	10/14/2022	Eakes Office Solutions	01-2-02610-610-002-0000	Huxoll, S-Kleenex, Toilet Paper	\$338.38
ACH	10/14/2022	EFTPS	01-941-000	Liability Payment	\$49,994.90
35457	10/14/2022	Elwood Public Schools	01-2-02710-626-001-0000	Drivers Ed-Gas & Oil	\$133.57
35458	10/14/2022	ESU #10	01-2-02151-591-001-0000	Deaf Ed	\$329.13
35458	10/14/2022	ESU #10	01-2-01200-591-001-0000	SPED Supervision	\$23.66
35459	10/14/2022	ESU #11	01-2-01100-643-001-0000	OverDrive Digital Collection	\$94.34
35459	10/14/2022	ESU #11	01-2-01100-643-002-0000	OverDrive Digital Collection	\$115.31
35459	10/14/2022	ESU #11	01-2-02230-350-001-0000	Tech Support	\$1,462.50
35459	10/14/2022	ESU #11	01-2-02230-350-002-0000	Tech Support	\$1,787.50
35459	10/14/2022	ESU #11	01-2-01100-643-001-0000	Zoom Pro Licenses (7)	\$18.90
35459	10/14/2022	ESU #11	01-2-01100-643-002-0000	Zoom Pro Licenses (7)	\$23.10
35460	10/14/2022	ESU #2	01-2-02213-330-001-0000	Canvas Training 8/9/22-Mileage	\$122.91

35460	10/14/2022	ESU #2	01-2-02213-330-002-0000	Canvas Training 8/9/22-Mileage	\$150.22
35461	10/14/2022	Family Medical Specialties	01-2-02710-810-001-0000	DOT Physical-Eldson, Julie	\$67.05
35461	10/14/2022	Family Medical Specialties	01-2-02710-810-002-0000	DOT Physical-Eldson, Julie	\$81.95
35462	10/14/2022	First Central Bank	01-2-02510-351-001-0000	9/13/22 Payroll CD	\$4.59
35462	10/14/2022	First Central Bank	01-2-02510-351-002-0000	9/13/22 Payroll CD	\$5.61
ACH	10/14/2022	First State Bank-Holdrege KGardner	01-941-000	Liability Payment	\$111.11
ACH	10/14/2022	First State Bank-Holdrege RDrews	01-941-000	Liability Payment	\$613.28
35463	10/14/2022	Flinn Scientific Inc.	01-2-01100-610-001-0114	Snyder-Chemistry of Halloween Kit (7 Demonstrations)	\$185.95
35465	10/14/2022	HARRIS SCHOOL SOLUTIONS	01-2-02510-610-001-0000	Hilker-EOY Tax Forms	\$136.19
35465	10/14/2022	HARRIS SCHOOL SOLUTIONS	01-2-02510-610-002-0000	Hilker-EOY Tax Forms	\$166.46
35466	10/14/2022	Hemelstrand's Inc.	01-2-02610-610-001-0000	Franssen-Trimmer Line, Screwdriver, Screws, Head Lamp, Paint Mixer, Extension Cord, Drill Bits, Level, Anchors, Thread Lock, Wire Guards, Batteries	\$76.16
35466	10/14/2022	Hemelstrand's Inc.	01-2-02610-610-002-0000	Franssen-Trimmer Line, Screwdriver, Screws, Head Lamp, Paint Mixer, Extension Cord, Drill Bits, Level, Anchors, Thread Lock, Wire Guards, Batteries	\$93.09
35466	10/14/2022	Hemelstrand's Inc.	01-2-02610-610-001-0000	Huxoll, S-Cup Hooks, Solid Covers, Mortar Caulk, Surge Strip, Steel Wool, Fix a Flat, Velcro	\$27.25
35466	10/14/2022	Hemelstrand's Inc.	01-2-02610-610-002-0000	Huxoll, S-Cup Hooks, Solid Covers, Mortar Caulk, Surge Strip, Steel Wool, Fix a Flat, Velcro	\$33.29
35466	10/14/2022	Hemelstrand's Inc.	01-2-02630-610-001-0000	Huxoll, S-Rubber Nugget Mulch	\$94.45
35466	10/14/2022	Hemelstrand's Inc.	01-2-02630-610-002-0000	Huxoll, S-Rubber Nugget Mulch	\$115.35
35467	10/14/2022	HireRight	01-2-02710-810-001-0000	Eldson-Annual Subscription Fee	\$123.19
35467	10/14/2022	HireRight	01-2-02710-810-002-0000	Eldson-Annual Subscription Fee	\$150.56
35468	10/14/2022	Hometown Leasing	01-2-02230-443-001-0000	Copier Lease Pmt 028	\$764.25
35468	10/14/2022	Hometown Leasing	01-2-02230-443-002-0000	Copier Lease Pmt 028	\$934.09
35469	10/14/2022	J.W. PEPPER & SON, INC	01-2-01100-610-001-0112	Leising-(2) Songs for Concert & Contest	\$162.99
ACH	10/14/2022	Katharine E Sisson	01-2-02151-320-001-0000	Speech-Sept	\$1,045.17
ACH	10/14/2022	Katharine E Sisson	01-2-02151-320-002-0000	Speech-Sept	\$5,821.25
ACH	10/14/2022	Katharine E Sisson	01-2-02152-320-002-0000	Speech-Sept	\$1,896.00
ACH	10/14/2022	Katharine E Sisson	01-2-02150-320-001-0000	Speech-Sept (RTI, Non-SPED Students)	\$316.00
ACH	10/14/2022	Katharine E Sisson	01-2-02150-320-002-0000	Speech-Sept (RTI, Non-SPED Students)	\$105.33
35470	10/14/2022	Landmark Implement Inc	01-2-02640-431-001-0000	Franssen-Transmission Fluid	\$17.41
35470	10/14/2022	Landmark Implement Inc	01-2-02640-431-002-0000	Franssen-Transmission Fluid	\$21.27
ACH	10/14/2022	MCCOOK JS	01-941-000	Liability Payment	\$698.45
35471	10/14/2022	McGraw-Hill Education, Inc.	01-2-01150-610-002-0000	Ellis-Spanish Math Workbook; Henderson-Spanish Math Workbook; Mues-Spanish Math Workbook	\$67.17
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-001-0000	2022 Area Membership Meeting-Carpenter	\$34.65
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-002-0000	2022 Area Membership Meeting-Carpenter	\$42.35
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-001-0000	2022 State Ed Conference Registration-Carpenter	\$197.55
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-002-0000	2022 State Ed Conference Registration-Carpenter	\$241.45
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02320-810-001-0000	2022 State Ed Conference Registration-Drews	\$197.55
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02320-810-002-0000	2022 State Ed Conference Registration-Drews	\$241.45
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-001-0000	2022 State Ed Conference Registration-Lee	\$197.55
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-002-0000	2022 State Ed Conference Registration-Lee	\$241.45
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-001-0000	2022 State Ed Conference Registration-Newly elected Board Member	\$282.60
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-002-0000	2022 State Ed Conference Registration-Newly elected Board Member	\$345.40
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-001-0000	2022 State Ed Conference Registration-Whipple	\$197.55
35473	10/14/2022	Nebraska Association of School Boards (NASB)	01-2-02310-810-002-0000	2022 State Ed Conference Registration-Whipple	\$241.45
35475	10/14/2022	Nebraska Council of School Administrators	01-2-02310-810-001-0000	2022 Labor Relations Registration-Lee	\$101.25
35475	10/14/2022	Nebraska Council of School Administrators	01-2-02310-810-002-0000	2022 Labor Relations Registration-Lee	\$123.75
ACH	10/14/2022	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	01-941-000	Liability Payment	\$41,462.43
35476	10/14/2022	Nebraskaland Tire Co	01-2-02730-431-001-0000	'07 Van-(2) Back Tires	\$113.41
35476	10/14/2022	Nebraskaland Tire Co	01-2-02730-431-002-0000	'07 Van-(2) Back Tires	\$138.59
35476	10/14/2022	Nebraskaland Tire Co	01-2-02730-431-001-0000	'16 Bus-(1) Front Tire	\$192.79
35476	10/14/2022	Nebraskaland Tire Co	01-2-02730-431-002-0000	'16 Bus-(1) Front Tire	\$235.61
35477	10/14/2022	One Source the Background Check Company	01-2-02510-810-001-0000	Background Checks-Sept-Corbin, A	\$11.92
35477	10/14/2022	One Source the Background Check Company	01-2-02510-810-002-0000	Background Checks-Sept-Corbin, A	\$14.58
35478	10/14/2022	Pioneer Athletics	01-2-02630-610-001-0000	Huxoll, S-(12 cases) White Aerosol	\$855.00
35478	10/14/2022	Pioneer Athletics	01-2-02630-610-002-0000	Huxoll, S-(12 cases) White Aerosol	\$1,045.00
35478	10/14/2022	Pioneer Athletics	01-2-02630-610-001-0000	Huxoll, S-(6 cases) Blue Aerosol	\$252.99
35478	10/14/2022	Pioneer Athletics	01-2-02630-610-002-0000	Huxoll, S-(6 cases) Blue Aerosol	\$309.21
ACH	10/14/2022	PR Dir Deposit	01-941-000	Liability Payment	\$156,983.41
35428	10/14/2022	Principal Life Insurance Company	01-941-000	Liability Payment	\$1,164.66
35479	10/14/2022	QUADIENT LEASING	01-2-02510-443-001-0000	Postage Machine Lease	\$76.94
35479	10/14/2022	QUADIENT LEASING	01-2-02510-443-002-0000	Postage Machine Lease	\$94.03
35480	10/14/2022	Radio Engineering Industries, Inc (REI)	01-2-02710-650-001-0000	(3) Camera Systems for Buses	\$3,541.67
35480	10/14/2022	Radio Engineering Industries, Inc (REI)	01-2-02710-650-002-0000	(3) Camera Systems for Buses	\$4,328.71

35481	10/14/2022	Riverside Insights	01-2-01200-610-001-0119	Huxoll, A-Woodcock Johnson Testing Materials	\$517.00
35482	10/14/2022	Robolink, Inc.	01-2-06700-610-001-0000	Stagemeyer, R-Drones (Perkins)	\$2,149.90
35483	10/14/2022	S & W Auto Parts	01-2-02710-610-001-0000	Eidson-Windshield Washer Fluid	\$4.13
35483	10/14/2022	S & W Auto Parts	01-2-02710-610-002-0000	Eidson-Windshield Washer Fluid	\$5.05
35484	10/14/2022	Schaben Sanitation	01-2-02610-420-001-0000	(10) Container Rental-Oct	\$22.50
35484	10/14/2022	Schaben Sanitation	01-2-02610-420-002-0000	(10) Container Rental-Oct	\$27.50
ACH	10/14/2022	Schutz Jennifer A OTR-L	01-2-02161-320-001-0000	OT-Sept	\$728.38
ACH	10/14/2022	Schutz Jennifer A OTR-L	01-2-02161-320-002-0000	OT-Sept	\$3,291.14
ACH	10/14/2022	Schutz Jennifer A OTR-L	01-2-02162-320-002-0000	OT-Sept	\$443.98
ACH	10/14/2022	Schutz Jennifer A OTR-L	01-2-02163-320-002-0000	OT-Sept	\$106.25
35485	10/14/2022	Subway	01-2-02410-890-001-0000	Parent Teacher Conference Sandwiches	\$87.86
35485	10/14/2022	Subway	01-2-02410-890-002-0000	Parent Teacher Conference Sandwiches	\$107.36
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-002-0104	Ellis, K-Handwriting Practice for entire year; Handwriting Practice for older students for entire year	\$39.19
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-002-0104	Ellis, K-my World 3rd Grade Chapters 1-8 Bundle - We Are Connected	\$39.20
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-002-0103	Ellis, K-myWorld Social Studies 4th Grade Bundle Regions of our Country	\$33.60
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-002-0103	Hambidge, S-myWorld Social Studies Grade 2 We Do Our Part Bundle	\$16.80
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-002-0103	Hambidge, S-Wonders Mentor Sentences Bundle	\$33.60
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-001-0114	Snyder, C-Atomic Structure Activity: Atoms Escape Room	\$7.00
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-001-0114	Snyder, C-Stations Activity-Chemistry in Biology Review	\$2.80
35488	10/14/2022	Teacher Synergy, LLC	01-2-01100-610-001-0114	Snyder-Protein Synthesis - DNA, Transcription and Translation Review Worksheet	\$5.59
35489	10/14/2022	Tornado Alley	01-2-02320-890-001-0000	Drews, B-Pizza-Meeting w/ Gentry & Berkley (Student Board Reps)	\$13.99
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0110	Blackmore-Amazon-Resistance Band Sets	\$140.80
ACH	10/14/2022	U.S. Bank	01-2-03400-890-001-0000	Crosley-Amazon-EHA Supplies (Healthy Snacks, Sticky Notes, Stress Relief Balls)	\$41.49
ACH	10/14/2022	U.S. Bank	01-2-03400-890-002-0000	Crosley-Amazon-EHA Supplies (Healthy Snacks, Sticky Notes, Stress Relief Balls)	\$50.70
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0000	Deisley-Amazon-Fine Tip Dry Erase Markers	\$14.84
ACH	10/14/2022	U.S. Bank	01-2-01100-610-002-0000	Deisley-Amazon-Fine Tip Dry Erase Markers	\$18.13
ACH	10/14/2022	U.S. Bank	01-2-03400-890-001-0000	Drews, B-BossyFox-(30) Orange Backpacks for Emergency Kits	\$141.18
ACH	10/14/2022	U.S. Bank	01-2-03400-890-002-0000	Drews, B-BossyFox-(30) Orange Backpacks for Emergency Kits	\$172.56
ACH	10/14/2022	U.S. Bank	01-2-02320-580-001-0000	Drews, B-Runza-Meal-Supervising VB	\$28.94
ACH	10/14/2022	U.S. Bank	01-2-02650-626-001-0000	Drews, B-Shell Oil-Fuel-NCSA Meeting	\$18.77
ACH	10/14/2022	U.S. Bank	01-2-02650-626-002-0000	Drews, B-Shell Oil-Fuel-NCSA Meeting	\$22.93
ACH	10/14/2022	U.S. Bank	01-2-02320-610-001-0000	Drews-Amazon-Wireless Presenter w/ Laser Pointer, Binders	\$31.46
ACH	10/14/2022	U.S. Bank	01-2-02320-610-002-0000	Drews-Amazon-Wireless Presenter w/ Laser Pointer, Binders	\$38.44
ACH	10/14/2022	U.S. Bank	01-2-02320-890-001-0000	Drews-Walmart-Tootsie Pops-Student Incentive (SRP Parent Signature)	\$25.14
ACH	10/14/2022	U.S. Bank	01-2-02320-890-002-0000	Drews-Walmart-Tootsie Pops-Student Incentive (SRP Parent Signature)	\$30.74
ACH	10/14/2022	U.S. Bank	01-2-01100-610-002-0104	Ellis, K-Amazon-Dot Stickers, Scissors, Storage Bins	\$97.69
ACH	10/14/2022	U.S. Bank	01-2-01100-610-002-0104	Ellis, K-Amazon-Laminating Pouches	\$108.68
ACH	10/14/2022	U.S. Bank	01-2-01100-810-001-0111	Gardner-NE Music Educators-Convention Registration	\$67.50
ACH	10/14/2022	U.S. Bank	01-2-01100-810-002-0111	Gardner-NE Music Educators-Convention Registration	\$82.50
ACH	10/14/2022	U.S. Bank	01-2-01100-610-002-0103	Hambidge, S-Amazon-Straw Constructor Toys, Pop Toys, Dry Erase Boards	\$194.57
ACH	10/14/2022	U.S. Bank	01-2-02670-610-001-0000	Helms, C-Amazon-(12) Two-Way Radios	\$139.50
ACH	10/14/2022	U.S. Bank	01-2-02670-610-002-0000	Helms, C-Amazon-(12) Two-Way Radios	\$170.49
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0114	Huxoll, A-Amazon-Nutrient Agar Plates	\$167.94
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0114	Huxoll, A-Amazon-Owl Pellets	\$156.97
ACH	10/14/2022	U.S. Bank	01-2-01200-610-001-0119	Huxoll, A-Amazon-Perler Beads, Erasers, Pencils, Bead Boards	\$78.71
ACH	10/14/2022	U.S. Bank	01-2-02610-610-001-0000	Huxoll, S-Amazon-Light Up Traffic Vest	\$11.68
ACH	10/14/2022	U.S. Bank	01-2-02610-610-002-0000	Huxoll, S-Amazon-Light Up Traffic Vest	\$14.27
ACH	10/14/2022	U.S. Bank	01-2-02610-610-001-0000	Huxoll, S-Amazon-No Parking Sign, Plastic Razor Blade Scrapers	\$13.64
ACH	10/14/2022	U.S. Bank	01-2-02610-610-002-0000	Huxoll, S-Amazon-No Parking Sign, Plastic Razor Blade Scrapers	\$16.67
ACH	10/14/2022	U.S. Bank	01-2-02220-640-002-0128	Klein-Amazon-Middle Grade Books	\$296.97
ACH	10/14/2022	U.S. Bank	01-2-02220-610-002-0128	Klein-Amazon-Storage Rack System	\$120.00
ACH	10/14/2022	U.S. Bank	01-2-01100-810-001-0112	Leising, V-NE Music Educators-Convention Registration	\$45.00
ACH	10/14/2022	U.S. Bank	01-2-01100-810-002-0112	Leising, V-NE Music Educators-Convention Registration	\$55.00
ACH	10/14/2022	U.S. Bank	01-2-01100-810-001-0122	Rawson-KAMI-Annual Subscription (Cancellation/Refund requested)	\$99.00

ACH	10/14/2022	U.S. Bank	01-2-01100-610-002-0102	Schutz-Amazon-Refund for pencil bags	(\$26.95)
ACH	10/14/2022	U.S. Bank	01-2-01200-890-002-0130	Sisson-mycoughdrop.com-Monthly Subscription-Austin, S	\$6.00
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0115	Snyder-Amazon-(10) Calculators	\$86.58
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0115	Snyder-Amazon-Periodic Table of Elements Poster	\$78.00
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0125	Spaulding-Amazon-Buttons for sewing basics	\$21.16
ACH	10/14/2022	U.S. Bank	01-2-01100-610-001-0126	Stagemeyer, R-Amazon-3D Printer Filament	\$190.18
ACH	10/14/2022	U.S. Bank	01-2-01100-650-002-0126	Stagemeyer, R-Amazon-Zip Tie Self Adhesive Mount Sets	\$15.98
ACH	10/14/2022	U.S. Bank	01-2-02230-650-001-0126	Stagemeyer, R-SysCloud-3 yr Annual Agreement SysCloud Google Backup for Staff 7/1/22-6/30/25	\$224.84
ACH	10/14/2022	U.S. Bank	01-2-02230-650-002-0126	Stagemeyer, R-SysCloud-3 yr Annual Agreement SysCloud Google Backup for Staff 7/1/22-6/30/25	\$274.56
ACH	10/14/2022	U.S. Bank	01-2-01200-610-002-0109	Thomas-Amazon-iPad Case-S. Austin	\$24.94
ACH	10/14/2022	U.S. Bank	01-2-01200-610-002-0109	Thomas-Amazon-Sand Timers, Digital Timers	\$55.34
ACH	10/14/2022	U.S. Bank	01-2-01100-810-001-0113	Woosley-NAEA-Annual Membership-REFUND	(\$38.25)
ACH	10/14/2022	U.S. Bank	01-2-01100-810-002-0113	Woosley-NAEA-Annual Membership-REFUND	(\$46.75)
ACH	10/14/2022	UB&T AHuxoll	01-941-000	Liability Payment	\$413.28
ACH	10/14/2022	UB&T BMues	01-941-000	Liability Payment	\$313.28
ACH	10/14/2022	UB&T CHAMBIDGE	01-941-000	Liability Payment	\$173.61
ACH	10/14/2022	UB&T CHelms	01-941-000	Liability Payment	\$136.11
ACH	10/14/2022	UB&T CHliker	01-941-000	Liability Payment	\$313.28
ACH	10/14/2022	UB&T DKronhofman	01-941-000	Liability Payment	\$186.11
ACH	10/14/2022	UB&T HThomas	01-941-000	Liability Payment	\$703.74
ACH	10/14/2022	UB&T JStrand	01-941-000	Liability Payment	\$363.28
ACH	10/14/2022	UB&T KDaisley	01-941-000	Liability Payment	\$111.11
ACH	10/14/2022	UB&T KHelms	01-941-000	Liability Payment	\$313.28
ACH	10/14/2022	UB&T KSpaulding	01-941-000	Liability Payment	\$313.28
ACH	10/14/2022	UB&T LCrosley	01-941-000	Liability Payment	\$313.28
ACH	10/14/2022	UB&T LSchutz	01-941-000	Liability Payment	\$233.31
ACH	10/14/2022	UB&T LWeatherwax	01-941-000	Liability Payment	\$111.11
ACH	10/14/2022	UB&T LyWeatherwax	01-941-000	Liability Payment	\$111.11
ACH	10/14/2022	UB&T MRawson	01-941-000	Liability Payment	\$462.40
ACH	10/14/2022	UB&T PBlackmore	01-941-000	Liability Payment	\$111.11
ACH	10/14/2022	UB&T RStagemeyer	01-941-000	Liability Payment	\$111.11
35490	10/14/2022	Union Bank & Trust Company	01-2-02510-351-001-0000	DCA (2); FSA (6) - May	\$14.40
35490	10/14/2022	Union Bank & Trust Company	01-2-02510-351-002-0000	DCA (2); FSA (6) - May	\$17.60
35490	10/14/2022	Union Bank & Trust Company	01-2-02510-351-001-0000	HSA (16) - May	\$14.40
35490	10/14/2022	Union Bank & Trust Company	01-2-02510-351-002-0000	HSA (16) - May	\$17.60
35491	10/14/2022	UNITED STATES POSTAL SERVICE	01-2-02560-531-001-0000	Newsletter postage	\$107.24
35491	10/14/2022	UNITED STATES POSTAL SERVICE	01-2-02560-531-002-0000	Newsletter postage	\$131.06
35493	10/14/2022	Village Uniform	01-2-02610-420-001-0000	Mops / Mats	\$130.20
35493	10/14/2022	Village Uniform	01-2-02610-420-002-0000	Mops / Mats	\$159.12
35494	10/14/2022	VVS, Inc.	01-2-02320-890-001-0000	Coffee	\$17.83
35494	10/14/2022	VVS, Inc.	01-2-02320-890-002-0000	Coffee	\$21.79
35495	10/14/2022	Wagner's Supermarket, Inc.	01-2-03400-890-001-0000	Crosley-Meat & Cheese Tray (EHA)	\$22.50
35495	10/14/2022	Wagner's Supermarket, Inc.	01-2-03400-890-002-0000	Crosley-Meat & Cheese Tray (EHA)	\$27.50
35495	10/14/2022	Wagner's Supermarket, Inc.	01-2-01100-610-001-0114	Snyder-Anatomy/Chemistry Lab Supplies	\$31.74
35496	10/14/2022	WOODWARD'S DISPOSAL SERVICE, INC.	01-2-02610-420-001-0000	Shredding	\$15.75
35496	10/14/2022	WOODWARD'S DISPOSAL SERVICE, INC.	01-2-02610-420-002-0000	Shredding	\$19.25
Sub Total					\$411,705.81

Sorted By Description
Fund Depreciation Fund

Check Number	Check Date	Payee	Account Code	Reason	Amount
35442	10/14/2022	Cacy Electric, LLC	02-2-02900-350-001-0000	Install Hudl Camera in South Gym	\$142.22
35442	10/14/2022	Cacy Electric, LLC	02-2-02900-350-001-0000	Install new outside wall packs & soffit lamps on door 13 entry	\$630.51
35442	10/14/2022	Cacy Electric, LLC	02-2-02900-350-001-0000	Install outlet for 3D printer by Mr. Stagemeyer's Room	\$137.57
35442	10/14/2022	Cacy Electric, LLC	02-2-02900-350-001-0000	Install Outside Hudl Camera & troubleshoot scoreboard	\$459.23
Sub Total					\$1,369.53

Sorted By Description
Fund School Nutrition Fund

Check Number	Check Date	Payee	Account Code	Reason	Amount
35430	10/14/2022	Adriana Henderson	06-2-03100-890-002-0000	Refund remaining meal account balance	\$24.75
35420	10/14/2022	AFLAC	06-941-000	Liability Payment	\$57.64
35434	10/14/2022	Amy Mowry	06-2-03100-890-001-0000	Refund remaining meal account balance	\$22.45
35440	10/14/2022	Bernard Food Industries	06-2-03100-630-001-0000	Food	\$757.47

35440	10/14/2022	Bernard Food Industries	06-2-03100-630-002-0000	Food	\$925.80
35421	10/14/2022	Blue Cross Blue Shield of Nebraska	06-941-000	Liability Payment	\$777.88
35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-610-001-0000	Alcohol Prep Wipes, Food Trays, Pan Liners	\$107.05
35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-610-002-0000	Alcohol Prep Wipes, Food Trays, Pan Liners	\$130.78
35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0000	Food	\$1,938.86
35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0000	Food	\$2,369.70
35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-610-001-0000	Spoons, Forks	\$53.25
35443	10/14/2022	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-610-002-0000	Spoons, Forks	\$65.05
ACH	10/14/2022	Department Of Revenue	06-941-000	Liability Payment	\$102.41
35427	10/14/2022	District 18 Nutrition Fund	06-941-000	Liability Payment	\$21.25
ACH	10/14/2022	EFTPS	06-941-000	Liability Payment	\$1,470.38
ACH	10/14/2022	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	06-941-000	Liability Payment	\$1,377.16
ACH	10/14/2022	PR Dir Deposit	06-941-000	Liability Payment	\$6,924.21
35428	10/14/2022	Principal Life Insurance Company	06-941-000	Liability Payment	\$48.53
35487	10/14/2022	Sysco Lincoln	06-2-03100-610-001-0000	Bowls, Gloves	\$50.83
35487	10/14/2022	Sysco Lincoln	06-2-03100-610-002-0000	Bowls, Gloves	\$62.11
35487	10/14/2022	Sysco Lincoln	06-2-03100-630-001-0000	Food	\$1,347.64
35487	10/14/2022	Sysco Lincoln	06-2-03100-630-002-0000	Food	\$1,647.07
35487	10/14/2022	Sysco Lincoln	06-2-03100-890-001-0000	Food (Schievelbein, C reimb APS)	\$41.35
35487	10/14/2022	Sysco Lincoln	06-2-03100-890-002-0000	Food (Schievelbein, C reimb APS)	\$50.55
35487	10/14/2022	Sysco Lincoln	06-2-03100-630-001-0002	Milk (Supply Chain Assistance)	\$996.56
35487	10/14/2022	Sysco Lincoln	06-2-03100-630-002-0002	Milk (Supply Chain Assistance)	\$1,217.87
35487	10/14/2022	Sysco Lincoln	06-2-03100-610-001-0000	Napkins	\$21.01
35487	10/14/2022	Sysco Lincoln	06-2-03100-610-002-0000	Napkins	\$25.67
35487	10/14/2022	Sysco Lincoln	06-2-03100-630-001-0000	Yogurt (Reimb'd by McCarty Farms)	\$290.13
35487	10/14/2022	Sysco Lincoln	06-2-03100-630-002-0000	Yogurt (Reimb'd by McCarty Farms)	\$354.62
35492	10/14/2022	US Foods	06-2-03100-630-001-0000	Food	\$1,396.53
35492	10/14/2022	US Foods	06-2-03100-630-001-0000	Food	\$3,130.87
35492	10/14/2022	US Foods	06-2-03100-630-002-0000	Food	\$1,706.87
35492	10/14/2022	US Foods	06-2-03100-630-002-0000	Food	\$3,826.75
35492	10/14/2022	US Foods	06-2-03100-610-001-0000	Oven Mitts	\$5.84
35492	10/14/2022	US Foods	06-2-03100-610-002-0000	Oven Mitts	\$7.13
35493	10/14/2022	Village Uniform	06-2-03100-610-001-0000	Aprons / Bar Towels / Mats	\$76.08
35493	10/14/2022	Village Uniform	06-2-03100-610-002-0000	Aprons / Bar Towels / Mats	\$92.98
35495	10/14/2022	Wagner's Supermarket, Inc.	06-2-03100-610-001-0000	Cups	\$24.10
35495	10/14/2022	Wagner's Supermarket, Inc.	06-2-03100-610-002-0000	Cups	\$29.45
35495	10/14/2022	Wagner's Supermarket, Inc.	06-2-03100-630-001-0000	Food	\$6.86
35495	10/14/2022	Wagner's Supermarket, Inc.	06-2-03100-630-001-0000	Food	\$53.31
35495	10/14/2022	Wagner's Supermarket, Inc.	06-2-03100-630-002-0000	Food	\$8.39
35495	10/14/2022	Wagner's Supermarket, Inc.	06-2-03100-630-002-0000	Food	\$65.16
Sub Total					\$33,710.35

Sorted By Description
Fund Special Building Fund

Check Number	Check Date	Payee	Account Code	Reason	Amount
35447	10/14/2022	Crouch Recreation, Inc.	08-2-04700-739-001-0000	Daktronics Football Field Scoreboard	\$31,405.00
35464	10/14/2022	General Glass of Holdrege Inc.	08-2-04700-450-002-0000	Replace broken glass (3rd grade room)	\$409.17
Sub Total					\$31,814.17

Sorted By Description
Fund Student Fees Fund

Check Number	Check Date	Payee	Account Code	Reason	Amount
35445	10/14/2022	Computer Hardware	12-2-02190-350-001-0000	Repair broken screen-Weatherbee, J (Charge Student)	\$79.00
Sub Total					\$79.00
Grand Total					\$478,678.86

APS Policy Update List

3014	Use of School Property	10/10/22	Rental w/ for profit (BB or VB tourn) ONLY with board approval / Forms established for process
3036	Purchasing (Credit) Card Program	10/10/22	\$500 daily limit for checked out cards (activity/travel) / Review of monthly use by Supt & Bus Mgr.
3039	Threat Assessment Response	10/10/22	Law enforcement designated until a local team is fully trained
3040	School Safety and Security	10/10/22	Memorials ONLY upon approval of request to waive prohibition (Supt & Crisis Team - sunset date?)
3041	Crisis Team Duties	10/10/22	Meet at least 2 times per year
3042	Construction Management at Risk Contracts	10/10/22	To follow state laws regarding CM@R
3043	Design-Build Contracts	10/10/22	To follow state laws regarding D-B
3044	Incidental or De Minimus Use of Public Resources	10/10/22	May look at small fee charged to all staff to provide extra buffer for personal use of computers?
3045	Use of Sniffer Dogs	10/10/22	Property only - not individuals
3046	Animals at Schools	10/10/22	Service animals only / Therapy animals not allowed unless required by law
3047	Data Breach Response	10/10/22	Cyber Insurance?
3048	Communicable Disease	10/10/22	Details steps to take for student or staff diagnosed with particular diseases
3049	Drones and Unmanned Aircraft	10/10/22	Will follow legal requirements / Admin may allow
3050	Technology in the Classroom	10/10/22	Covers use of personal items in school (Echo/Alexa/etc.)
3051	Opioid Overdose Prevention and Response	10/10/22	Can be used if trained
3052	Leasing Personal Property	10/10/22	\$5000 threshold
3053	Nondiscrimination	10/10/22	Standard wording
3054	Law Enforcement Unit	10/10/22	Furnas Co Sheriff Office
3055	School Resource Officers	10/10/22	Process if using in school
3056	Guest Speakers	10/10/22	Protocol for approval and management / notification to parents
3057	Title IX Policy	10/10/22	As of 8/14/2020
3058	Naming School Facilities and Property	10/10/22	Board has criteria for naming or removing names from school property

3014
Use of School Property

1. Use of Specific Facilities by Application and Agreement
 - a. The district permits non-commercial use of the following facilities by individual patrons for their personal health and wellness: weight room and track. The district understands that it would not be feasible to require a patron to apply to use facilities like the weight room on every occurrence. The facility uses defined in this paragraph are an exception to the general facility use requirements contained in this policy for ease of administration and efficiency. All other facility uses must comply with the other provisions of this policy.
 - b. These particular facilities may be used upon only one application and upon signing the district's written waiver and agreement.
 - c. Use of these facilities is governed by this and other district policy and the agreement signed by the user. A copy of each agreement will be maintained in the district's central office.

2. General Facilities Use Guidelines
 - a. School facilities may be used by various education and community organizations and individuals when it is in the interest of the general public.
 - b. School facilities may not be used for personal profit and other commercial purposes. The district opens its facilities to district patrons for the benefit of the public, not commercial uses. Due to the complications created by groups or individuals using district facilities for commercial purposes, these uses are prohibited. Booster clubs and other organizations raising money purely for the support of student groups, as defined below, and not for personal profit are not considered commercial uses but must comply with the district's policies which apply to these groups.
 - c. Any person or group using school facilities must assure that it will be responsible for maintaining order, protecting property, and providing security and safety.

- d. Only those organizations and persons who are known to school officials, who have financial resources sufficient to cover all rentals and possible damages, and who are willing to discharge such obligations shall be permitted to use the school facilities and equipment.
- e. The rental fees for school facilities shall be set by the board.
- f. Non-curricular student groups or non-student groups (as those terms are defined below) that wish to use the facility must submit a facility use application which may be obtained from the district's central office. The application must be received by the superintendent prior to the approval of any facility use.
- g. The shop and weight room may not be used by students when school is not in session, unless supervised by a district staff member or a responsible adult upon approval of the superintendent. Use of the shop and weight room in violation of this provision may lead to the students being denied access to these facilities or other consequences permitted by board policy and Nebraska law.
- h. Any person or group using the school facilities, for any purpose, must comply with all of the district's policies, rules, and regulations.

3. Definitions

- a. "Curriculum-related student groups" shall mean students participating in school-sponsored activities, supervised by district staff, related to the curriculum, and recognized by the board.
- b. "Extracurricular student groups" shall mean students participating in an extracurricular activity, sponsored by the district, supervised by district staff, and recognized by the board, such as athletic teams and academic teams which are not otherwise categorized as "curriculum-related student groups."
- c. "Non-curriculum related student groups" shall mean all other groups comprised primarily of students who attend the district participating in activities such as Boy Scouts, Girl Scouts, 4-H, political groups, religious groups, and other similar youth groups.
- d. "Non-student group" shall mean all other groups or individuals who apply to use district facilities.
- e. "Superintendent" shall mean the superintendent of schools or his/her designee.

4. Use of School Property by Student Groups

- a. Curriculum-related and Extracurricular student groups
 - i.) Curriculum-related and Extracurricular student groups may use school facilities at no cost to the group, if they restore the facilities to their prior state after using them.
 - ii.) The district shall bear any costs associated with use by these groups (*e.g.*, the fee paid to a cook or a custodian required to be in attendance).
 - iii.) Curriculum-related and Extracurricular student groups have priority over non-curriculum related student groups and non-student groups.
- b. Non-curriculum related student groups
 - i. Non-curriculum related student groups may use the school building

during non-instructional time. Such use shall be without charge.

(1) Such uses shall occur while the building is normally open and there is a minimum of interference with custodians or other student and staff facility use.

(2) These groups may use the school buildings in the evening for meetings if the group is sponsored by an adult and the adult (1) files the application to use the facilities on behalf of the group and (2) assumes responsibility for cleanup and placing the area back in the condition it was in prior to use.

ii. Non-curriculum related student groups must apply for use of the facilities and secure the superintendent's permission before using school facilities.

iii. Non-curriculum related student groups may meet only on school premises at times and places determined by the superintendent.

iv. Non-curriculum related student groups must meet each of the following conditions to secure the superintendent's permission to use school facilities:

(1) The facility use will occur during non-instructional time.

(2) The district has facilities available to accommodate the group.

(3) The use is voluntary and for the general benefit of the student participants.

(4) The use will not substantially interfere with the orderly conduct of educational activities and other programs within the school.

1. Use of facilities by non-student groups

a. The superintendent may authorize the use of any school facilities for non-school activities by non-student groups.

b. In addition to the guidelines listed elsewhere in this policy and other board policies or administrative protocol, the superintendent will consider the following when making determinations regarding use of district facilities by non-student groups:

i. The local education association may hold meetings when classes are not in session and staff members are not on duty.

ii. Non-student groups which provide education-related programming and services for students and staff may be given priority of use over other outside groups. The superintendent has sole discretion in determining whether proposed uses relate sufficiently to the district's educational standards and programs.

iii. Non-student groups which provide programming and services for community members and others living within the district may be given priority of use over other outside groups.

b. Denial of access

i. The superintendent may limit or deny access to school buildings, grounds, and activities to any person whom the superintendent deems to be using the facilities inappropriately and contrary to the district's mission.

ii. Upon determining that a person or group has engaged in, or is engaging in conduct that constitutes grounds for exclusion under this policy, the superintendent shall take such action as he or she determines appropriate, including directing the person to cease engaging in the conduct or to leave the school premises or activity immediately. The superintendent may request assistance from law enforcement authorities to remove an offending person from the school grounds. A person who enters school premises in violation of these conditions shall be deemed to be trespassing.

iii. The superintendent shall have the authority to fix the time when, and the conditions under which, the offending person may return to school premises.

1. Students, staff, and community members may use or lease school equipment for non-school use only if they have received the prior permission of the superintendent.

2. Proof of Insurance

a. When any non-curriculum related or non-student group utilizes school district facilities, the group submitting the facility use application may be asked to provide proof of insurance up to the current tort claims limits applicable to political subdivision in the State of Nebraska. Currently, those

limits are \$1,000,000 per person for any number of claims arising out of a single occurrence and \$5,000,000 for all claims arising out of a single occurrence.

b. The district may require the non-curriculum related or non-student group to include the district as an additional insured on any such policies and may refuse access to its facilities until proof of satisfaction of this requirement is submitted to the superintendent.

3. No Fees for Admission

a. Non-curriculum related and non-student groups may not charge a fee to participate in or be a spectator at any recreational activity, event, or other such gathering occurring on district grounds unless approved in advance by the superintendent.

b. If the district retains control over the area of the premises in which the non-curricular and non-student group desires to use, meaning the district provides supervision, staffing, custodial services, or otherwise maintains its control during the group's use of the facilities, the group may not charge a fee for admission under any circumstances **unless approved in advance by the board of education.**

c. Non-curricular and non-student groups may charge for parking or vehicle entry onto the premises unless otherwise prohibited by the superintendent.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3036

Purchasing (Credit) Card Program

The board approves the use of a purchasing card (credit card) program for the purchase of goods and services for and on behalf of the school district. The board shall determine the type of purchasing card or cards to be used in the program and shall contract with a third-party provider as provided by law.

Authorized Purchases. Authorized users have standing authority to use the purchasing card to charge actual, necessary, and reasonable travel expenses. Otherwise, the purchasing card may only be used to purchase goods and services approved by the board or the superintendent or designee. The maximum amount that may be charged in a single day is \$500.00.

Unauthorized Purchases. In no event shall the purchasing card be used for personal purchases, purchases that are not school related, alcohol purchases, or purchases that are not allowed by law. Such unauthorized use shall result in discipline, up to and including the end of employment. Individuals who make unauthorized purchases shall reimburse the district for the expense within ten days of the purchase or the discovery of the unauthorized purchase, whichever occurs first.

Authorized Users. Individuals holding the following titles may be assigned an individual purchasing card: Superintendent / Principal. The board may take action at any meeting to authorize additional users or to revoke or suspend user privileges. Such action shall be recorded in the minutes. The school shall also maintain a purchasing card in the name of the school district. School district employees may purchase school related goods and services with the school district credit card only with authorization from the superintendent.

Documentation. Employees seeking reimbursement for a purchasing card purchase shall submit an itemized receipt ***and*** a purchasing card receipt to the school district. The itemized receipt shall include the name of the business, contact information, the date, a description of each item sufficient to give the board reasonable notice of the item purchased, and the price. ***A non-itemized credit card receipt alone is not sufficient.*** Designated school personnel shall maintain the documentation for at least 10 years or as otherwise required by Schedule 24 – Local Agencies (General Records) maintained by the Nebraska Records Management Division. Employees shall maintain copies of any documentation submitted to the school district.

Suspension or Termination of Privileges. The board or the superintendent (or his or her designee) (1) ***shall*** temporarily or permanently suspend the purchasing card privileges of any individual that does not submit an itemized receipt for each purchasing card purchase, and (2) ***may*** temporarily or permanently suspend the purchasing card privileges of any individual for any other reason. The individual's purchasing card account shall be immediately closed and he or she shall return the purchasing card to the superintendent or board. Purchases that are not accompanied by the required documentation shall be considered unauthorized, and the individual making the purchase shall reimburse the district within 10 days of the purchase or the discovery of the non-itemized purchase, whichever occurs first.

Reward Points or Rebates. Any reward points, rebates, or other benefits received from the third-party purchasing card company are and shall remain the property of the school district.

Purchase Review Procedures. The superintendent, or his or her designee, and Business Manager shall conduct independent reviews of credit card expenses, or a sample thereof, on a monthly basis. Any unlawful or unauthorized expenditure or other discrepancy shall be brought to the attention of the offending employee, if any, and the board. The superintendent or his or her designee shall provide the board at each regular meeting with the documentation submitted pursuant to this policy or a summary of that documentation with a description of each item sufficient to give the board reasonable notice of the items purchased. Any unlawful or unauthorized purchase shall be addressed as provided in this policy or as otherwise allowed by law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3039

Threat Assessment and Response

The board is committed to providing a safe environment for members of the school community. Students, staff and patrons are urged to immediately report any statements or behavior that makes the observer fearful or uncomfortable about the safety of the school environment.

1. Definitions

- a. A **threat** is an expression of willful intent to physically or sexually harm someone or to damage property in a way that indicates that an individual poses a danger to the safety of school staff, students or other members of the school community.
 - i. The threat may be expressed/communicated behaviorally, orally, visually, in writing, electronically, or through any other means.
 - ii. A **transient threat** is an expression of anger or frustration that can be quickly or easily resolved.
 - iii. A **substantive threat** is an expression of serious intent to harm others which includes, but is not limited to, any threat which involves a detailed plan and means.
- b. A **threat assessment** is a fact-based process emphasizing an appraisal of observed (or reasonably-observable) behaviors to identify potentially dangerous or violent situations, to assess them and to manage/address them. Threat assessment is the process of distinguishing "transient" threats from serious ones in a systematic, data-informed way.
 - i. The threat assessment process is distinct from student disciplinary procedures. The mere fact that the district is conducting a threat assessment does not by itself necessitate suspension, expulsion or emergency exclusion without complying with state law and board policy related governing those actions.

- ii. The threat assessment process is distinct from specialized instruction which a student with a disability may receive from the school district. The school district will not change a student's educational placement as that term is used in the Individuals with Disabilities in Education Act *solely* as part of a threat assessment.

2. Obligation to Report Threatening Statements or Behaviors.

All staff and students must report **substantive threats** to a member of the administration immediately and comply with any other mandatory reporting obligations. Staff and students who are unsure whether a threat is substantive or transient should report the situation. Staff and students must make such report regardless of the nature of the relationship between the individual who initiated the threat or threatening behavior and the person(s) who were threatened or who were the focus of the threatening behavior. Staff and students must also make such reports regardless of where or when the threat was made or the threatening behavior occurred.

THREATS OR ASSAULTS WHICH REQUIRE IMMEDIATE INTERVENTION SHOULD BE REPORTED TO THE POLICE AT 911.

1. Threat Assessment Investigation and Response

All reports of violent, threatening, stalking or other behavior or statements which could be interpreted as posing a threat to school safety will immediately be forwarded to the designated law enforcement unit. Upon receipt of an initial report of any threat, the law enforcement unit shall initiate an initial inquiry/triage and make a determination of the seriousness of the threat as expeditiously as possible. The law enforcement unit must contact local law enforcement if it determines that an individual poses a clear and immediate threat of serious violence.

If there is no reasonably apparent imminent threat present or once such an imminent threat is contained, the law enforcement unit will meet to evaluate and respond to the threatening behavior. The law enforcement unit may, but is not required to, review the following types of information:

- Review of the threatening behavior and/or communication;
- Interviews with the individuals involved including students, staff members, and family members as necessary and/or appropriate;
- Review of school and other records for any prior history or interventions with the students involved;
- Any other investigatory methods that the law enforcement unit determines to be reasonable and useful.

If the threat has been made by, or is directed towards, a student with a disability, the superintendent must confer with a staff member who is knowledgeable about special education services or Section 504 of the Rehabilitation Act, as appropriate.

At the conclusion of the investigation, the law enforcement unit will share its findings with the superintendent. The superintendent will determine what, if any, response to the threat is appropriate. The superintendent is authorized to disclose the results of the investigation to law enforcement and to the target(s) of any threatened acts. The superintendent may refer the individual of concern to the appropriate school administrator for consequences under the school’s student discipline policy or, if appropriate, report the results of the investigation to the student’s individualized education plan team.

4. Communication with the Public about Reported Threats

To the extent possible, the superintendent will keep members of the school community informed about substantive threats and about the district’s response to those threats. This communication may include oral announcements, written communication sent home with students, and communication through print or broadcast media. However, the superintendent will not reveal the identity of the individual of concern or of any target(s) of threatened violence unless permitted by law.

5. Coordination with the Crisis Team After Resolution of Threat

The superintendent will confer with the district’s crisis team after a threat has been investigated to provide the crisis team with information that the crisis team may use in assessing or revising the district’s All-Hazard School’s Safety Plan.

Adopted on: _____
 Revised on: _____
 Reviewed on: _____

3040 School Safety and Security

In order to fulfill its obligation to provide a safe and secure learning environment, the Board of Education has adopted this School Safety and Security Policy. Although the district will take reasonable steps to protect students and staff, no entity can provide complete safety and security at all times. This policy does not make the district a guarantor of the safety of students, staff or patrons.

I. General Safety and Security

a. NDE Rubric

The District will meet at least the minimum requirement for each school safety and security standard indicator adopted by the Nebraska Department of Education.

b. School Hours

- i. During a crisis situation, the administration will maintain established school hours and proceed with all co-curricular activities as scheduled whenever possible.
- ii. If, during a crisis situation, the parent(s) or guardian of a student decides that the student needs to be absent, this absence will be excused.

c. Access to School Facilities

- i. The school's facilities may not be used for funeral or memorial services during the school day.
- ii. This policy does not discourage the presentation of traditional American Legion memorial services which promote patriotism.

d. Memorials

- i. Memorials often create a visual reminder of a particular crisis that may reintroduce feelings of grief for students. Therefore, memorials are

generally not allowed anywhere on school premises.

- ii. Individuals who wish to seek a waiver of the general prohibition against memorials must follow the steps outlined below:
 - a. The individual must first meet with the Superintendent or his/her designee to discuss the request for a memorial.
 - b. If the Superintendent determines that additional review is appropriate, he/she will refer the request for consideration by the crisis team.
 - c. The crisis team will consider:
 - i. The current research regarding the potential psychological harm that could be caused by a memorial;
 - ii. The potential disruption to the school's learning environment;
 - iii. The cost to the district of erecting and/or maintaining a memorial;
 - iv. Whether prior tragedies have been commemorated by a memorial;
 - v. The potential for future tragedies which could necessitate a similar memorial; and
 - vi. Any other factor which the crisis team deems relevant to its recommendation.
 - d. After consideration of the factors outlined above, the crisis team will make a recommendation as to whether the prohibition against memorials should be waived.

- e. The Superintendent will communicate the crisis team's recommendation to the individual requesting the memorial.
 - f. If the crisis team recommends waiver of the prohibition against memorials, the individual who made the initial request must inform the Superintendent if he/she wishes to ask the board to approve the memorial.
 - g. Memorials may only be approved by the board and only after completion of the process outlined in this policy.
- iii. This policy is not intended to discourage the acceptance of memorial funds or specific items.

II. Superintendent's Duties Related to Safety and Security

a. Appointment of Crisis Team

The Superintendent shall appoint members to serve on the school district's crisis team. The superintendent may, but is not required, to include representatives from the following groups on the crisis team:

- Administrators
- Teachers
- Health/mental health
- Facilities staff
- Transportation staff
- Food service staff member
- Information technology staff
- Students
- Parents
- Staff member with expertise on the needs of students with disabilities
- Organizations that serve the disabled
- Organizations that serve the needs of minority populations (ELL, race, etc.)

- Representatives from local early responders (law enforcement, fire and rescue personnel, railroad, factories, etc.)

b. Compliance with Fire and Safety Codes

The Superintendent will ensure that the school district meets all current fire and life safety codes or is in the process of coming into compliance.

c. Annual Safety Audits

The Superintendent will arrange for the performance of annual safety audits using external consultants utilizing the standardized audit protocol adopted by the Nebraska Department of Education.

d. Mutual Aid Agreements

The Superintendent will enter into mutual aid agreements to address the academic, physical, operational, psychological, and emotional recovery areas when possible with appropriate local entities.

III. Building Principals' Duties Related to Safety and Security

a. Positive and Safe Learning Environment

Each building principal shall implement a school-wide behavior process to create a positive and safe learning environment.

Each building principal shall conduct training on and require enforcement of the district's anti-bullying and dating violence policies.

Each building principal shall ensure that staff complete the required suicide prevention training as required by board policy.

Each building principal shall require staff to engage in active supervision of students at all times

b. Visitor Protocol.

Each building principal shall adopt a protocol for visitors to his/her school building to sign in upon arrival and departure and to be identified as a visitor while they are in the building during the school day. The protocol must also address visitors in specialized areas of the school such as playgrounds, gyms, cafeterias and the like.

This protocol may be written or unwritten but must be clearly communicated to and enforced by all staff.

The building principal will report individuals who repeatedly violate the visitor protocol to the superintendent for possible exclusion from school facilities pursuant to board policy.

c. Emergency Drills

Each building principal must ensure that the following drills are conducted in his/her building:

- i. Fire drills (evacuation): One fire drill conducted monthly with one additional drill being conducted during the first 30 days of school.
- ii. Tornado drills (shelter): One drill during the first two weeks of school and the second drill during the month of March.
- iii. Bus evacuation drills: Two drills during the school year involving all students and appropriate staff. Recommended that one drill occur during the first month of school.

Each building principal must also conduct any non-required drills recommended by the crisis team.

Each building principal shall conduct a performance review of each of the drills conducted pursuant to this policy. This review does not have to be in writing.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3041

Crisis Team Duties

The crisis team is responsible for planning for the safety and security of the school, staff, and students. The teams will respond to and manage any safety or security incident that occurs in the school setting or which has the potential to disrupt the orderly operation of the school system.

1. Membership on and Chair of Team

The superintendent will appoint members to serve on the crisis team.

If the superintendent does not serve on the crisis team personally, he/she shall appoint an individual to serve as the chair of the crisis team. The chair of the crisis team shall have the responsibility of scheduling crisis team meetings, documenting crisis team actions and reporting to the board at least annually on the district's All-Hazard School Safety Plan and other activities of the crisis team.

2. Meetings of the Crisis Team

The crisis team will meet at least twice annually with representatives from local law enforcement and local fire and rescue personnel. At these meetings, the team will coordinate with local agencies to prepare for and communicate about a variety of real world scenarios.

The crisis team will meet at such additional times as necessary to fulfill the duties given to it pursuant to this policy.

3. School Self-Assessment

The crisis team shall conduct the self-assessment created by the Nebraska Department of Education as part of its School Safety and Security Standards. This assessment shall be conducted for each school building. The team shall report the results of this self-assessment to the superintendent and to the board of education.

Either the superintendent or the chair of the safety committee will also report the results of the self-assessment to the Nebraska Department of Education.

4. All-Hazard School Safety Plan

The crisis team will create an All-Hazard School Safety Plan. The plan must be customized to the needs of each of the school district's buildings. The plan must include all of the components required by the School Safety and Security Standards adopted by the Nebraska Department of Education, and shall meet at least the minimum indicators set by those Standards.

The crisis team shall share a copy of the district's All-Hazard School Safety Plan with local authorities and first responders.

The chair of the crisis team shall provide a copy of the district's All-Hazard School Safety Plan to the NDE Security Assessor at least one-week prior to the assessor's scheduled visit to the district.

5. Standard Response Protocol (SRP)

Crisis team shall be knowledgeable about the Standard Response Protocol promoted by the "I love u guys" Foundation.

The crisis team will coordinate with members of the administrative team to arrange for all students, employees and other individuals who routinely use the district's facilities to receive SRP training and guidance.

The crisis team will assess the need for SRP to be implemented at off campus locations where students may be present for school activities.

The crisis team will confer with individuals knowledgeable about students, staff or patrons who may have special needs in order for those individuals to be able to understand and implement the SRP.

6. Consultation With Building Principals

The crisis team shall confer with the principal of each building within the district to ensure that visible signage is present in each building which meets the needs of local emergency responders

The crisis team will review the utility of non-required drills in light of the needs and unique circumstances present within each building within the district. Non-required drills recommended by NDE include lock-down, lock out, evacuation, shelter and reunification process. The

crisis team will consult with building principals to review both required and non-required drills.

7. Consultation with Threat Assessment Team

The crisis team will consult with members of the threat assessment team to determine if the district’s All-Hazard School Safety Plan has been appropriately implemented and if it should be modified or updated.

8. Review of Training

The crisis team shall review the training which the school system provides for specified employees in required areas to comply with local, state, and federal regulations.

The crisis team shall also review any non-required training which could be provided to appropriate staff to increase the safety and security of the school district and its students, staff and patrons. If the team believes such non-required training would be beneficial, it shall recommend to the superintendent that the training be provided to the identified staff member at district expense.

9. Communication with School Community and Stakeholders

The crisis team will work continuously to improve communication with the school community and relevant stakeholders. This communication shall include, but not be limited to, the communication strategies and protocols identified in the district’s All-Hazard School Safety Plan.

10. Communication with the Board of Education

The crisis team will report to the board at least annually on its activities. This report may be included as part of the superintendent’s report at a regular board meeting.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3042

Construction Management at Risk Contracts

This policy is adopted pursuant to the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. § 13-2901 through § 13-2914).

The board shall adopt a resolution by a two-thirds affirmative vote selecting the construction management at risk contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract. For a project authorized under subsection (3) of section 13-2914, the resolution shall include a statement that the political subdivision has made a determination that the construction management at risk contract delivery system is in the public interest based, at a minimum, on one of the following criteria: (a) Savings in cost or time or (b) requirement of specialized or complex construction methods suitable for the construction management at risk contract delivery system.

Definitions. For purposes of this policy:

1. Construction management at risk contract means a contract by which a construction manager (a) assumes the legal responsibility to deliver a construction project within a contracted price to the school district, (b) acts as a construction consultant to the school district during the design development phase of the project when the school district's architect or engineer designs the project, and (c) is the builder during the construction phase of the project;
2. Construction manager means the legal entity which proposes to enter into a construction management at risk contract pursuant to the Act;
3. Proposal means an offer in response to a request for proposals by a construction manager to enter into a construction management at risk contract for a project pursuant to the act;
4. Request for proposals means the documentation by which a school district solicits proposals; and
5. School district means Arapahoe-Holbrook Public Schools.

Procedures.

1. Procedures for the preparation and content of requests for proposals shall include the following:

- A. At least thirty days prior to the deadline for receiving and opening proposals, notice of the request for proposals shall be published in a newspaper of general circulation within the school district and filed with the State Department of Education. The request for proposals shall contain, at a minimum, the following elements:
1. The identity of the school district for which the project will be built and the school district that will execute the contract;
 2. Policies adopted by the school district pursuant to the Act;
 3. The proposed terms and conditions of the contract, including any terms and conditions which are subject to further negotiation. The proposed general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The proposed terms and conditions may set forth an initial determination of the manner by which the construction manager selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
 4. Any bonds and insurance required by law or as may be additionally required by the school district;
 5. General information about the project which will assist the school district in its selection of the construction manager, including a project statement which contains information about the scope and nature of the project, the project site, the schedule, and the estimated budget;
 6. The criteria for evaluation of proposals and the relative weight of each criterion; and
 7. A description of any other information which the school district chooses to require.

2. Procedures for the preparation and submission of proposals by the construction manager shall be determined on a project-by-project basis and included within the requests for proposals.
3. Procedures for evaluating requests for proposals submitted to the school district by a construction manager shall include the following:
 - A. The school district shall refer the proposals for recommendation to a selection committee. The selection committee shall be a group of at least five persons designated by the school district. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer (4) any person having special expertise relevant to selection of a construction manager under the Act, and (5) a resident of the school district other than an individual included in subdivisions (1) through (4) of this subsection. A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a construction manager who has a proposal being evaluated and shall not be employed by the school district or the school's architect or engineer.
 - B. The selection committee and the school district shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (7) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable, with weighted percentages determined by the committee prior to publication of the RFP:
 - (1) The financial resources of the construction manager to complete the project;
 - (2) The ability of the proposed personnel of the construction manager to perform;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the construction manager;
 - (4) The quality of performance on previous projects;

- (5) The ability of the construction manager to perform within the time specified;
- (6) The previous and existing compliance of the construction manager with laws relating to the contract; and
- (7) Such other information as may be secured having a bearing on the selection.

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of NEB. REV. STAT. § 84-712.01.

- C. The school district shall then evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee.
4. Procedures for negotiations between the school district and the construction managers submitting proposals prior to the acceptance of a proposal if any such negotiations are contemplated shall include the following:
- A. The school district may attempt to negotiate a construction management at risk contract with the highest ranked construction manager and may enter into a construction management at risk contract after negotiations.
 - B. The negotiations shall include a final determination of the manner by which the construction manager selects a subcontractor.
 - C. If the school district is unable to negotiate a satisfactory contract with the highest ranked construction manager, the school district may terminate negotiations with that construction manager. The school district may then undertake negotiations with the second highest ranked construction manager and may enter into a construction management at risk contract after negotiations.
 - D. If the school district is unable to negotiate a satisfactory contract with the second highest ranked construction manager, the school district may undertake negotiations with the third highest ranked construction manager, if any, and

may enter into a construction management at risk contract after negotiations.

- E. If the school district is unable to negotiate a satisfactory contract with any of the ranked construction managers, the school district may either revise the request for proposals and solicit new proposals or cancel the construction management at risk process under the act.
 - F. If the school district is able to negotiate a satisfactory contract with a construction manager, the school district shall file a copy of all construction management at risk contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the construction manager shall file a copy of all contract modifications and change orders with the State Department of Education.
5. Procedures for filing and acting on formal protests relating to the solicitation or execution of construction management at risk contracts shall include the following:
- A. Definitions.
 - (1) Interested party shall mean an actual or prospective bidder whose direct economic interest would be affected by the award of a contract by the school district to another party or by the failure of the school district to award a contract to such actual or prospective bidder.
 - (2) Protest shall mean a written objection by an interested party on any phase of the bidding process, including specification, preparation, bid solicitation, and intent to award.
 - B. Right to Protest. An interested party may protest to the Superintendent. The protest shall be submitted in writing on company letterhead within five working days after public notice of the bid. Protests based on alleged apparent improprieties in a solicitation or other request for proposals must be filed before bid opening or the closing date for receipt of proposals. In all other cases, the protest must be filed within five working days following the selection of the construction manager. To expedite handling of protests, the envelope containing the protest should be clearly labeled "Protest". The written protest shall include as a minimum the

following:

- (1) The name and address of the interested party;
- (2) Appropriate identification of the relevant solicitation, and if a bid has been opened, its number, and date of opening;
- (3) A detailed statement of reasons for the protest;
- (4) Supporting, exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated; and a list of all persons who have knowledge of facts relevant to the protest; and
- (5) The action(s) the protestor desires the school district to take to resolve the protest.

The Superintendent will immediately decide upon receipt of the protest whether or not the award of a contract shall be delayed, or if the protest is timely received after the award, whether the performance of the contract should be suspended. The school district shall not proceed further with the solicitation or with the award of the contract and shall suspend performance under the contract, if awarded, unless the Superintendent makes a written determination that the protest is clearly without merit or that award of the contract without delay is necessary to protect the substantial interests of the school district.

- C. Authority to Resolve Protests. Prior to the commencement of an administrative review by the Board concerning any protest, the Superintendent shall attempt to resolve any protest filed by an interested party concerning any solicitation. If the protest is not resolved by mutual agreement, the Superintendent shall create and deliver a Decision to the protestor within a reasonable time after the written protest was received. The Decision shall include a written summary of the Superintendent's investigation and a recommendation regarding the outcome of the protest. The Decision shall (1) state the reasons for the action taken, and (2) inform the interested party of their right to the administrative review by the Board. A copy of the Decision shall be mailed or

otherwise furnished immediately to the interested party and any other party intervening protester and all other bidders. If not satisfied with the decision of the Superintendent, any interested party protester may appeal to the Board, but the decision shall be final unless the interested party protester files a timely appeal with the Board.

D. Board Appeal Procedures. Any interested party protester, within five working days of receipt of a decision of the Superintendent, may file with the Superintendent a written notice of appeal for an administrative review before the Board. The Notice of Appeal must clearly state the action protested and the basis of appeal. The Board will conduct an administrative review at its next regularly scheduled meeting or at a special meeting. The school district board of education shall consider the Decision of the Superintendent and shall make the final decision on the protest. The school district board of education's decision shall be final.

6. A construction management at risk contract may be conditioned upon later refinements in scope and price and may permit the school district in agreement with the construction manager to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the request for proposals.

Prohibitions. The school district shall not use a construction management at risk contract for any construction project excluded by NEB. REV. STAT. § 13-2914 or any other applicable law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3043 Design-Build Contracts

This policy is adopted pursuant to the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. § 13-2901 through § 13-2914).

The board shall adopt a resolution by a two-thirds affirmative vote selecting the design-build contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract. For a project authorized under subsection (3) of section 13-2914, the resolution shall include a statement that the political subdivision has made a determination that the design-build contract delivery system is in the public interest based, at a minimum, on one of the following criteria: (a) Savings in cost or time or (b) requirement of specialized or complex construction methods suitable for the design-build contract delivery system.

Definitions. For purposes of this policy:

1. Board means the District's Board of Education.
2. Department means the Nebraska Department of Education.
3. Design-Build Contract (DB Contract) means a contract which is subject to qualification-based selection between the District and a Design-Builder to furnish (a) architectural, engineering, and related design services for a project pursuant to the Nebraska Political Subdivisions Construction Alternatives Act (Act) and (b) labor, materials, supplies, equipment, and construction services for a project pursuant to the Act.
4. Design-Builder means a legal entity which proposes to enter into a DB Contract which is subject to qualification-based selection pursuant to the Act.
5. District means Arapahoe-Holbrook Public Schools.
6. NEARA means the Nebraska Engineers and Architects Regulation Act.
7. Performance-Criteria Developer (PCD) means any person licensed or any organization issued a certificate of authorization to practice architecture or engineering pursuant to the NEARA who is selected by the District pursuant to this policy to assist the District in the development of Project Performance Criteria, Requests For

Proposals, evaluation of Proposals, evaluation of construction under a DB Contract to determine adherence to the Project Performance Criteria, and any additional services requested by the District to represent its interests in relation to a project.

8. Project Performance Criteria means the performance requirements of the project suitable to allow the Design-Builder to make a Proposal. Performance requirements include the following, if required by the project: capacity, durability, standards, ingress and egress requirements, description of the site, surveys, soil and environmental information concerning the site, interior space requirements, material quality standards, design and construction schedules, site development requirements, provisions for utilities, storm weather retention and disposal, parking requirements, applicable governmental code requirements, and other criteria for the intended use of the project.
9. Proposal means an offer in response to a Request For Proposals ("RFP") by a Design-Builder to enter into a DB Contract for a project pursuant to the Act.
10. Act means the Nebraska Political Subdivisions Construction Alternatives Act.
11. Request for Proposals (RFP) means the documentation by which the District solicits Proposals.
12. Superintendent means the District's Superintendent of Schools.

Procedures. The District shall follow the procedures below in connection with any DB Contract.

1. **Rules and Procedures for Selecting and Hiring a PCD for a Specific Project.**
 - A. The District shall encourage eligible persons or organizations who desire to provide services to the District as a PCD to submit a statement of qualifications and performance data to the District. At least thirty days prior to selecting and hiring a PCD, the District shall publish notice in a newspaper of general circulation in the District that it is seeking a PCD for a design-build project. The notice shall include the following:
 - (1) A general description of the Design-Build project;

- (2) Directions regarding how interested persons or organizations can apply for consideration by the District;
 - (3) The date by which persons or organizations must submit their applications; and
 - (4) A statement that any person or organization applying for consideration by the District must obtain a copy of the District's Design-Build Contract Policy from the Superintendent.
- B. To apply to be the District's PCD, applicants must submit a current statement of qualifications and performance data to the District. The statement of qualifications must include evidence that the applicant is licensed or certified to practice architecture or engineering pursuant to the NEARA. Applicants must update any information provided to the District to reflect any changed conditions of the applicant.
- C. Applicants shall first be certified by the Superintendent as qualified to act as a PCD for the District. In order to certify an applicant, the Superintendent shall make a finding that a PCD is fully qualified to render the required service. Factors to be considered in making this finding shall include capabilities to perform, adequacy of personnel, past record and performance, and experience; and may also include consideration of recent, current, and projected workloads; experience; equipment and facilities; promptness, and the quality of work previously done by applicant; suitability to the particular task; willingness to meet time and budget requirements; and such other qualities as are found necessary to consider in order to determine whether or not, if awarded the contract, the applicant could perform it strictly in accordance with its terms capabilities to perform.
- D. The Board shall evaluate each qualified applicant's current statement of qualifications and performance data. The Board shall conduct discussions with, and may require public presentations by no less than three applicants regarding their qualifications, approach to the project, ability to furnish the required service, and other factors identified above.
- E. The Board shall select, in order of preference, at least three applicants deemed to be most highly qualified to perform the required services after considering the factors outlined above.

- F. The Board shall negotiate a contract with the most qualified applicant for compensation which the Board determines is fair and reasonable. In making this determination, the Board shall conduct a detailed analysis of the cost of the professional services required in addition to considering their scope and complexity. For all lump-sum or cost-plus-a-fixed-fee professional service contracts, the Board shall require the applicant receiving the award to execute a certificate stating that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current at the time of contracting. Any contract under which such a certificate is required shall contain a provision that the original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the Board determines the contract price had been increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one year following the end of the contract.

- G. If the Board is unable to negotiate a satisfactory contract with the applicant considered to be the most qualified at a price the Board determines to be fair and reasonable, it shall terminate negotiations with that applicant. The Board may then undertake negotiations with the second most qualified applicant. If the Board fails to reach an agreement with the second most qualified applicant, it shall terminate negotiations with that applicant. The Board shall then undertake negotiations with the third most qualified applicant.

- H. If the Board is unable to negotiate a satisfactory contract with any of the selected applicants, it shall either select additional applicants in order of their competence and qualification and continue negotiations in accordance with this policy until an agreement is reached or review the agreement under negotiation to determine the possible cause for failure to achieve a negotiated agreement.

- I. The Board may designate a committee to carry out any or all of the Board's duties under the PCD selection section of this policy, provided that the Board must approve any agreement with an applicant prior to its execution. Any such committee must have among its membership at least one person who is licensed to practice architecture or engineering pursuant to the NEARA.

- J. The public shall not be excluded from the meetings or proceedings under this section of this policy in accordance with the Open Meetings Act.
- K. The contract between the District and the PCD shall contain a prohibition against contingent fees as follows: "The PCD warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the PCD, to solicit or secure this agreement and that the PCD has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the PCD, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or the making of this agreement." Upon violation of such provision, the District shall have the right to terminate the agreement without liability and, at its discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, or consideration.
- L. The PCD is ineligible to be included as a provider of any services in a Proposal for the project on which it has acted as a PCD.
- M. A PCD may not be employed by or may not have a financial or other interest in a Design-Builder that will submit a Proposal.

2. Procedures and standards to be used to prequalify Design-Builders.

- A. The District, with the help of the PCD, shall prepare a request for letters of interest. The request for letters of interest shall:
 - (1) Describe the project in sufficient detail to permit a Design-Builder to submit a letter of interest;
 - (2) Be published in a newspaper of general circulation within the District at least 30 days prior to the deadline for receiving letters of interest; and
 - (3) Be sent by first-class mail to any Design-Builder upon request.
- B. Letters of interest shall be reviewed by the District in consultation with the PCD. The District and the PCD will evaluate prospective Design-Builders based on the information submitted to the District in response to the request for letters of interest.

- C. The District shall select at least three prospective Design-Builders, except that if only two Design-Builders have submitted letters of interest, the District shall select at least two prospective Design-Builders. Such selected Design-Builders shall be considered prequalified and eligible to receive and respond to the RFP.
- D. The District and PCD shall use the following standards when selecting which prospective Design-Builders to prequalify: capabilities to perform, adequacy of personnel, past record and performance, and experience; and may also include consideration of recent, current, and projected workloads; experience; equipment and facilities; promptness, and the quality of work previously done by applicant; suitability to the particular task; willingness to meet time and budget requirements; and such other qualities as are found necessary to consider in order to determine whether or not, if awarded the contract, the applicant could perform it strictly in accordance with its terms capabilities to perform.

3. Procedures for the preparation and content of RFPs.

- A. The District, with the help of the PCD, shall prepare the RFP, which shall contain:
 - (1) The identity of the school district for which the project will be built and will execute the Design-Build Contract;
 - (2) A copy of this Design-Build Contract Policy and all other policies adopted by the District relating to the DB Contract;
 - (3) The proposed terms and conditions of the DB Contract, including any terms and conditions which are subject to further negotiation. The proposed general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The proposed terms and conditions may set forth an initial determination of the manner by which the Design-Builder selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
 - (4) A project statement which contains information about the scope and nature of the project;
 - (5) Project Performance Criteria;

- (6)** Budget parameters for the project;
- (7)** Any bonds or insurance required by law or as may be additionally required by the District;
- (8)** The criteria for evaluation of Proposals and the relative weight of each criterion;
- (9)** A requirement that the Design-Builder provide a written statement of its proposed approach to the design and construction of the project, which may include graphic materials illustrating the proposed approach to design and construction but shall not include price proposals;
- (10)** A requirement that the Design-Builder agree to the following conditions:
 - (i) An architect or engineer licensed to practice in Nebraska will participate substantially in those aspects of the offering which involve architectural or engineering services;
 - (ii) At the time of the design-build offering, the Design-Builder will furnish to the Board a written statement identifying the architect or engineer who will perform the architectural or engineering work for the design-build project;
 - (iii) The architect or engineer engaged by the Design-Builder to perform the architectural or engineering work with respect to the design-build project will have direct supervision of such work and may not be removed by the Design-Builder prior to the completion of the project without the written consent of the Board;
 - (iv) A Design-Builder offering design-build services with its own employees who are design professionals licensed to practice in Nebraska will: (a) comply with the NEARA by procuring a certificate of authorization to practice architecture or engineering and (b) submit proof of sufficient professional liability insurance; and
 - (v) The rendering of architectural or engineering services by a licensed architect or engineer employed by the Design-Builder will conform to the NEARA and rules and regulations adopted under the Act; and

(11) Other information the District chooses to require.

B. At least 30 days prior to the deadline for receiving and opening Proposals, the notice of the RFP shall be:

- (1) Published in a newspaper of general circulation within the District;
- (2) Filed with the Department; and
- (3) Sent by first-class mail to the prequalified Design-Builders only.

4. Procedures for preparing and submitting Proposals.

- A. Prequalified Design-Builders shall prepare and submit Proposals as required by the RFP.
- B. All Proposals shall be sealed. Proposals shall not be opened until expiration of the time established for making Proposals as set forth in the RFP.
- C. Proposals may be withdrawn at any time prior to acceptance.
- D. The District has the right to reject any and all Proposals except for the purpose of evading the law. The District may thereafter solicit new Proposals using the same or a different Project Performance Criteria.

5. Procedures for evaluating Proposals.

- A. The District may only proceed to negotiate and enter into a DB Contract if there are at least two proposals from prequalified Design-Builders.
- B. The District shall refer the proposals for recommendation to a selection committee. The selection committee shall be a group of at least five persons designated by the District. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer (4) any person having special expertise relevant to selection of a design-builder under the Act, and (5) a resident of the District other than an individual included in subdivisions (1) through (4) of this subsection. A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a design-builder who has a proposal being

evaluated and shall not be employed by the District or the school's architect or engineer.

C. The selection committee and the District shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (7) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable, by the selection committee with weighted percentages applied prior to publication of RFP:

- (1) The financial resources of the design-builder to complete the project;
- (2) The ability of the proposed personnel of the design-builder to perform;
- (3) The character, integrity, reputation, judgment, experience, and efficiency of the design-builder;
- (4) The quality of performance on previous projects;
- (5) The ability of the design-builder to perform within the time specified;
- (6) The previous and existing compliance of the design-builder with laws relating to the contract; and
- (7) Such other information as may be secured having a bearing on the selection.

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of NEB. REV. STAT. § 84-712.01.

D. The District shall then evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee.

6. Procedures for Negotiations between the District and Design-Builders Submitting Proposals Prior to the District's Acceptance of a Proposal.

- A.** The District may attempt to negotiate a DB Contract with the highest ranked Design-Builder selected by the Board and may enter into a DB Contract after negotiations.
- B.** The negotiations shall include a final determination of the manner by which the design-builder selects a subcontractor.
- C.** If the District is unable to negotiate a satisfactory DB Contract with the highest ranked Design-Builder, it may terminate negotiations with that Design-Builder. The District may then undertake negotiations with the second highest ranked Design-Builder and may enter into a DB Contract with that Design-Builder after negotiations.
- D.** If the District is unable to negotiate a satisfactory DB Contract with the second highest ranked Design-Builder, it may terminate negotiations with that Design-Builder. The District may then undertake negotiations with the third highest ranked Design-Builder, if any, and may enter into a DB Contract with that Design-Builder after negotiations.
- E.** If the District is unable to negotiate a satisfactory DB Contract with any of the ranked Design-Builders, it may either revise the RFP and solicit new Proposals or cancel the design-build process.
- F.** If the District is able to negotiate a satisfactory contract with a design-builder, the District shall file a copy of all design-build contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the design-builder shall file a copy of all contract modifications and change orders with the State Department of Education.

7. Procedures for Filing and Acting on Formal Protests Relating to the Solicitation or Execution of DB Contracts.

- A.** Definitions.
 - (1)** Interested party shall mean an actual or prospective bidder whose direct economic interest would be affected by the award of a contract by the District to another party or by the failure of the District to award a contract to such actual or prospective bidder.
 - (2)** Protest shall mean a written objection by an interested party on any phase of the bidding process, including

specification, preparation, bid solicitation, and intent to award.

B. Right to Protest. An interested party may protest to the Superintendent. The protest shall be submitted in writing on company letterhead within five working days after public notice of the bid. Protests based on alleged apparent improprieties in a solicitation or other request for proposals must be filed before bid opening or the closing date for receipt of proposals. In all other cases, the protest must be filed within five working days following the selection of the design-builder. To expedite handling of protests, the envelope containing the protest should be clearly labeled "Protest". The written protest shall include as a minimum the following:

- (1) The name and address of the interested party;
- (2) Appropriate identification of the relevant solicitation, and if a bid has been opened, its number, and date of opening;
- (3) A detailed statement of reasons for the protest;
- (4) Supporting, exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated; and a list of all persons who have knowledge of facts relevant to the protest; and
- (5) The action(s) the protestor desires the school district to take to resolve the protest.

The Superintendent will immediately decide upon receipt of the protest whether or not the award of a contract shall be delayed, or if the protest is timely received after the award, whether the performance of the contract should be suspended. The school district shall not proceed further with the solicitation or with the award of the contract and shall suspend performance under the contract, if awarded, unless the Superintendent makes a written determination that the protest is clearly without merit or that award of the contract without delay is necessary to protect the substantial interests of the District.

C. Authority to Resolve Protests. Prior to the commencement of an administrative review by the Board concerning any protest, the Superintendent shall attempt to resolve any protest filed by an interested party concerning any solicitation. If the

protest is not resolved by mutual agreement, the Superintendent shall create and deliver a Decision to the protestor within a reasonable time after the written protest was received. The Decision shall include a written summary of the Superintendent's investigation and a recommendation regarding the outcome of the protest. The Decision shall (1) state the reasons for the action taken, and (2) inform the interested party of their right to the administrative review by the Board. A copy of the Decision shall be mailed or otherwise furnished immediately to the interested party and any other party intervening protester and all other bidders. If not satisfied with the decision of the Superintendent, any interested party protester may appeal to the Board, but the decision shall be final unless the interested party protester files a timely appeal with the Board.

D. Board Appeal Procedures. Any interested party protester, within five working days of receipt of a decision of the Superintendent, may file with the Superintendent a written notice of appeal for an administrative review before the Board. The Notice of Appeal must clearly state the action protested and the basis of appeal. The Board will conduct an administrative review at its next regularly scheduled meeting or at a special meeting. The school district board of education shall consider the Decision of the Superintendent and shall make the final decision on the protest. The school district board of education's decision shall be final.

8. **Refinements and Changes.** A DB Contract may be conditioned upon later refinements in scope and price and may permit the District, in agreement with the Design-Builder, to make changes in the project without invalidating the DB Contract. Later refinements shall not, however, exceed the scope of the project statement contained in the RFP.

9. **Projects Excluded.** The District shall not use a design-build contract for any construction project excluded by NEB. REV. STAT. § 13-2914 or any other applicable law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3044

Incidental or De Minimis Use of Public Resources

The board prohibits its members and employees from using public resources for personal or political purposes as prohibited in the Nebraska Political Accountability and Disclosure Act ("Act"). However, the board recognizes that incidental or de minimis uses of public resources are sometimes necessary and within reason. The purpose of this policy is to comply with the Act and to authorize certain uses of public resources as permitted by the Act.

The following uses of public resources are permitted as incidental or de minimis:

- Limited communications with family members or other non-district employees for personal purposes, such as e-mails or text messages with a spouse using district hardware, software, internet, accounts, or other public resources so long as this communication does not distract from or interfere with employees performing their official duties, with interference determined in the sole and unfettered discretion of an employee's supervising administrator;
- Traveling to or from the person's home when the primary purpose serves the interests of the district. If an employee is unsure whether the primary purpose serves the interests of the district, the employee should obtain the approval of his or her supervising administrator, who is authorized to make that determination under this policy;
- Making a limited number of copies of personal documents when the person cannot make alternative arrangements;
- Using personal social media accounts or accessing appropriate websites which are consistent with the district's digital citizenship curriculum while off duty;
- Using district-owned computer programs, such as Word, Excel, Adobe, and others for personal purposes while off duty;
- Any other uses contained in the collective bargaining agreement or individual contract of the employee;
- Other uses by employees authorized by the superintendent or superintendent's designee. The board intends to allow the superintendent to authorize such uses on a case-by-case basis to the maximum extent permitted by the Act; and
- Other uses by the superintendent or board members authorized by the board president. The board intends to allow the board president to authorize such uses on a case-by-case basis to the maximum extent

permitted by the Act

All uses pursuant to this policy must be (1) consistent with other district policies, (2) consistent with the provisions of Title 92, Nebraska Administrative Code, Chapter 27 (Nebraska Department of Education "Rule 27"), and (3) reported as compensation in accordance with the Internal Revenue Code of 1986, as amended, and taxes, if any, are paid. It is the responsibility of each board member or employee to account for their own tax liability, and the district will not indemnify or account for any personal use of public resources by the board member or employee.

All of the provisions of Rule 27 will apply to non-certificated staff for the purposes of this policy. In addition, employees may not use the school's internet, computers, or other technology to access obscene or pornographic material, sext, or engage in any illegal activities.

Adopted on: _____
Revised on: _____
Reviewed on: _____

3045
Use of Sniffer Dogs

The board of education finds that the possession of illegal drugs and other contraband on school grounds is unlawful, is disruptive of the educational process, is harmful to students and staff, and is contrary to the interests of the school district. Accordingly, to minimize the presence of these items on school grounds, the administration is authorized to use sniffer dogs according to the protocol set forth in this policy.

Protocol for Use of Sniffer Dogs

1. The superintendent, or the building principal with the superintendent's permission, may initiate the use of specially trained sniffer dogs to conduct an inspection.
2. The administration will contact the canine provider and/or the appropriate law enforcement agency to schedule the use of a sniffer dog or dogs. The administration shall require an assurance from the provider that any sniffer dogs to be used in the school have been properly trained, and may request evidence of the training and/or certification of the dogs. In no event will the school district authorize a sniffer dog to sniff any person.
3. The superintendent or if designated by the superintendent, the building principal, and law enforcement representatives or canine provider will confer regarding the specific plan of areas to be inspected. The plan may involve any or all school building facilities, vehicles in the school parking lot, or other areas where student and staff vehicles are parked on school property during or after school hours.
4. If the inspection is scheduled for a day when school is in session, students and staff will be informed over the public address system, and will be directed to remain in their rooms until given further directions.
5. During the inspection, administrators may assign personnel to designated areas as deemed appropriate to assist in the smooth handling of the inspection.
6. After the inspection is finished, students and staff will be notified over the public address system, and will be thanked for their cooperation.

7. If the sniffer dog alerts, the alert will constitute reasonable cause for the administration to conduct a search of the property. If the sniffer dog alerts on a vehicle on school grounds, the owner will be required to unlock the vehicle doors and trunk for further inspection of the interior of the vehicle. If the owner refuses to unlock the vehicle, the matter will be turned over to law enforcement authorities. The owner will be subject to disciplinary action as specified in board policy and/or the student or staff handbook or as otherwise allowed by law. This may include discipline for the refusal to obey an administrative directive.
8. Any illegal drugs or contraband found on school grounds, whether in a desk, locker, vehicle, or any other place on school grounds, will be confiscated and turned over to law enforcement authorities. A student's parents will be contacted. The individual will be subject to disciplinary action as specified in board policy and/or the student or staff handbook or as otherwise allowed by law.
9. At the conclusion of the inspection, school officials will confer with the canine provider and/or any law enforcement authorities who were involved in the inspection to review the results of the inspection. The administration may authorize any follow-up inspections or other action deemed appropriate.

NOTICE TO STUDENTS AND STAFF

Students and staff shall be informed of the District's policy regarding the use of sniffer dogs as soon as practicable after the adoption of this policy. Thereafter, students and staff shall be informed of the policy at the beginning of the school year. By this policy and/or via the provision in the student or staff handbook, students and staff are specifically notified that:

1. Lockers may be sniffed by sniffer dogs at any time.
2. Vehicles parked on school property may be sniffed by sniffer dogs at any time.
3. Classrooms and other common areas may be sniffed by sniffer dogs at any time students and staff are not present.
4. If contraband of any kind is found, the student or staff member shall be subject to appropriate disciplinary action.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3046 Animals at Schools

Animals are not allowed in school district buildings or on school district property without the written permission of the superintendent or his or her designee except as provided in this policy or as otherwise required by law.

I. USE OF ANIMALS FOR INSTRUCTIONAL PURPOSES

Animals that support a district program or curriculum or that are used for instructional purposes are allowed in school district buildings or on school district property with the written permission of the superintendent or building principal.

II. SERVICE ANIMALS

The school district does not permit discrimination against individuals with disabilities, including those who require the assistance of a service animal. An individual with a disability is permitted to be accompanied by his/her service animal on school property when required by law, subject to the conditions of this policy.

Service Animal. A "service animal" is a dog that has been individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual, or other mental disability. Work or tasks **do not** include the crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship. The work or tasks performed by a service animal must be directly related to the handler's disability or necessary to mitigate a disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. **See also**, Miniature Horses below.

School District Inquiries. School officials **may** ask the owner or handler of an animal whether the animal is required because of a disability and what work or task the animal has been trained to do **unless** the answers to these inquiries are readily apparent. School officials **may not** ask about the nature or extent of a person's disability and may not require documentary proof of certification or licensing as a service animal.

Procedural Requirements. The following requirements must be satisfied **before** a service animal will be allowed in school buildings or on school grounds:

Request. A person who wants to be accompanied by his/her service animal must submit a written request form to a principal or superintendent. The request form is attached to this policy. These requests must be renewed each school year or whenever a different service animal will be used. When a request to be accompanied by a service animal is submitted by, or on behalf of, a student who has an Individualized Education Program (IEP) and/or a Section 504 Plan, then the request shall be promptly referred to the student's respective IEP Team and/or 504 Team for its consideration and/or input.

Health and Vaccination. The owner or handler must have proof of current licensure from the local licensing authority including proof of the service animal's current vaccinations and immunizations required by law.

Service animals will not be allowed in school buildings or other school property until the school has approved the request.

Control. A service animal must be under the control of its handler at all times. The service animal must have a harness, backpack, vest identifying the dog as a trained service dog, leash, or other tether. If the handler is unable to use a harness, backpack, vest, leash, or other tether, because of a disability or the use of a harness, backpack, vest, leash, or other tether would interfere with the service animal's safe, effective performance of work or tasks, the use of these items is not required. However, the service animal must be otherwise under the handler's control.

Exclusion or Removal from School. A service animal may be excluded from school property and buildings if a school administrator determines that:

- (1) A handler does not have control of the service animal;
- (2) The service animal is not housebroken;
- (3) The service animal presents a direct and immediate threat to others in the school; or
- (4) The animal's presence fundamentally alters the nature of the service, program, or activity.

The handler or the student's parent or guardian shall be required to remove the service animal from school premises immediately upon such a determination. If the service animal is removed, the individual with a disability shall be provided with the opportunity to participate in the service, program, or activity without the service animal.

Allergic Reactions. If any student or school employee assigned to a classroom or mode of transportation in which a service animal is permitted suffers an allergic reaction to the service animal, the person having custody and control of the animal will be required to remove the animal to a different location designated by an administrator. The school will arrange a meeting between school personnel, the individual with the disability, and the parents or guardian(s) of the person with the disability if that person is a student to develop an alternate plan.

Supervision and Care of Service Animals. The owner or handler of a service animal is solely responsible for the supervision and care of the animal, including any feeding, exercising, and clean up while the animal is in a school building or on school property. The student's parent or guardian is responsible for providing for the supervision and the care of the animal in the event that his or her student is not able to do so. The school district is not responsible for providing any care, supervision, or assistance for a service animal.

Extra Charges. The owner or handler of a service animal will not be required to pay an admission fee or a charge for the animal to attend events for which a fee is charged.

Damage to School Property and Injuries. The owner or handler of a service animal is solely responsible and liable for any damage to school property or injury to personnel, students, or others caused by the animal.

Miniature Horses. Requests to permit the use of a miniature horse by an individual with a disability will be addressed on a case-by-case basis by considering the following factors:

- (1) The type, size, and weight of the miniature horse and whether the facility can accommodate these features;
- (2) Whether the handler has sufficient control of the miniature horse;
- (3) Whether the miniature horse is housebroken; and
- (4) Whether the miniature horse's presence in a specific facility compromises legitimate safety requirements that are necessary for safe operation.

All additional requirements outlined in this policy, which apply to service animals, shall apply to miniature horses.

Service Animal in Training. This policy shall also be applicable to service animals in training that are accompanied by a bona fide trainer.

Denial of Access and Grievance. If a school official denies a request for access of a service animal, the disabled individual or parent or guardian can file a written grievance with the school’s Section 504 Coordinator.

III. Therapy Animals

A “therapy animal” is an animal that has been individually trained and certified to work with its owner to provide emotional support, well-being, comfort, or companionship. Therapy animals are not “service animals” as that term is used in the Americans with Disabilities Act.

Therapy animals will not be allowed on school grounds or school property except as otherwise required by law.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3047 Data Breach Response

I. Preparation

A data breach is an instance in which personal information as defined by state law or personally identifiable information as defined by federal law is released or accessed in an unauthorized manner. The district will implement and maintain reasonable security procedures and practices that are appropriate to the nature and sensitivity of the personal information handled by the district. In order to ensure compliance with state and federal law; in the event of a breach the following preparatory steps shall be taken.

A. Data Governance

The superintendent, or their designee, will create an annually updated data directory that will include:

1. Computing devices purchased by the district,
2. Software that is installed on district devices,
3. Staff members with access to district devices,
4. Staff members with active usernames and passwords for any district software.

B. New Devices and Software

Any new software or device that is used in a district building for district purposes will be submitted to the superintendent or their designee for inclusion in the directory.

II. Incident Response Plan

A. Assessment and Investigation

1. If the District becomes aware of a data breach it will make every reasonable effort to remedy the cause of the breach as soon as possible.
2. The District will conduct a good faith, reasonable, and prompt investigation to determine the likelihood that

personal information has been or will be used for an unauthorized purpose.

3. This investigation will include, but not be limited to, an assessment of what software, hardware, and physical documents were accessed; which District personnel had access to the compromised data; and what specific data was compromised.

B. Notification of Affected Individuals

1. If the investigation determines that the use of information about a Nebraska resident for an unauthorized purpose has occurred or is reasonably likely to occur, the district shall give notice to the affected Nebraska resident.
2. Notice shall be made as soon as possible and without unreasonable delay, consistent with the legitimate needs of law enforcement and consistent with any measures necessary to determine the scope of the breach and to restore the reasonable integrity of the computerized data system.

C. Notification of Law Enforcement and Outside Organizations

1. Should notice of the breach be required to any individual, notice of the breach will be simultaneously sent to the Nebraska Attorney General's office.
2. The Superintendent will determine if the Family Policy Compliance Office will be notified of the breach.
3. The Superintendent will determine if the Privacy Technical Assistance Center will be notified of the breach.

Adopted on: _____
Revised on: _____
Reviewed on: _____

3048 Communicable Disease

The school district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases.

Communicable Diseases. Communicable diseases are defined by the Nebraska Department of Health and Human Services in Title 173 Nebraska Administrative Code Chapter 1 and include HIV/AIDS, Hepatitis (A, B, and E), Measles, Mumps, and Tuberculosis.

School Attendance and Participation in School Sponsored Activities.

A student who has been diagnosed with a communicable disease shall be provided with educational services in accordance with state law and board policy. Generally, individuals with a communicable disease will be restricted only to the extent necessary to prevent the transmission of the disease, to protect their health and rights of privacy, and to protect the health and safety of others. The decision regarding a student's education program and placement shall be made on an individual basis in light of current medical and educational information and recommendations. These will be determined by the superintendent, the student's Section 504 or Individualized Education Program (IEP) team, or the district's Crisis Team. In addition, participation in Nebraska School Athletic Association (NSAA) events will be subject to its rules and procedures, if any.

Infection and Exposure Control Procedures/Universal Precautions.

The district will monitor the information available through the Federal Centers for Disease Control, the Nebraska Department of Health and Human Services, and the Occupational Safety and Health Administration. This policy and any procedures, universal precautions, or exposure control plan will be modified, if appropriate, based upon the best new medical information provided by the above sources.

The superintendent will take appropriate measures if there is an epidemic or outbreak of a communicable disease which may include, but it's not limited to, the emergency exclusion or alternative placement of students or the closure of a school building or the entire school district.

Confidentiality. The existence of an individual's communicable disease shall be treated as confidential and will be limited to school staff on a "need-to-know" basis. If it is necessary to inform a person of another's condition (due to exposure, for instance), the person will be notified of the confidentiality of that disclosure. In addition, any communication about a

student's communicable disease shall be consistent with that student's IEP or Section 504 Plan, if any.

Staff Training. Staff will receive training regarding communicable diseases and the requirements of this policy and any adopted procedures as part of the training received under the Workplace Injury Prevention and Safety Committee policy.

Reporting. School staff who learn that an individual has a communicable disease will report it to the proper authority as required by Title 173 Nebraska Administrative Code Chapter 1

Adopted on: _____

Revised on: _____

Reviewed on: _____

3049

Drones and Unmanned Aircraft

Drones, Unmanned Aircraft Systems, and any other such vehicles (“drones”), which are not operated for purposes of district programs or activities, may not be operated on or above district property without the prior written permission of the superintendent or designee. Any authorized use of drones must comply with all state and federal regulations governing the operation of drones, including FAA regulations.

Drones owned by the district or operated on or above district property with permission must be operated:

1. In compliance with this policy and all other district policies;
2. Only outside the school building(s) in the area authorized or designated by the superintendent or designee;
3. Under the direct supervision of an individual fully trained and skilled in the system’s operation;
4. By an individual with the requisite skill and training to safely operate the drone; and
5. Consistent with any other limitations imposed by the superintendent or designee.

Any monitoring or recording of picture, video, or audio by a drone must have the prior written permission of the superintendent or designee and comply with all board policies governing recordings, data, and records.

Any unauthorized use of a drone is strictly prohibited. Devices used in a manner that does not comply with this policy or applicable state and federal law may be confiscated and the operator may be subject to discipline, civil liability, or criminal liability.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3050 Technology in the Classroom

I. In General

The district desires to use technology in a way that aides in the education of students. New devices and applications offer a number of helpful tools that can improve the student experience and increase learning. Many of these devices and applications also create concerns about student privacy. It is the goal of the district to embrace the helpful elements of technological advancement while remaining mindful of potential student privacy issues.

II. Devices

A. Non-district issued electronic devices may be used in the classroom, under supervision of a staff member. Teachers who wish to bring a device into the classroom on a regular or permanent basis, should inform the principal before deploying the device.

1. Smart speakers such as Google Home, Amazon Echo, Apple HomePod, and similar devices may be used in the classroom. The device must be registered to an account linked to the classroom teacher's school email address. The district will not maintain any records created by use of the smart speaker device. Any record of use will be considered non-record communications pursuant to Nebraska's Records Management Act, and not be maintained by the district.
2. Assistive technology may be used in district classrooms. Any assistive technology, such as an AngelSense device, that uses "listen-in" functionality must have that function disabled while the student using the device is in a district classroom. No assistive technology devices will be permitted to record or transmit the classroom activity of other students unless required by law.
3. All other electronic devices that connect to the internet that a staff member wishes to use for the education of students should be disclosed to the administration prior to use. The district may at any time direct that a teacher discontinue use of a given device.

- B. Any classroom recordings made by a staff member will be made pursuant to district policy.

III. Applications

A. School as Agent. The school will serve as an agent for parents/guardians in the collection of information within the school context. The school's use of student information is solely for education purposes.

B. District Applications. The district uses various software applications to record, track, and store student data. Each application selected by the district is in compliance with federal and state law, to the best of the administration's knowledge. Should the district become aware that an application used by the district has suffered a data breach, or been found to be out of compliance with federal or state law, the district will investigate the scope of the violations and notify students, parents, and staff in accordance with district policy.

C. Staff-Selected Applications.

1. Staff are permitted to select applications for use in the classroom.
2. Staff must perform basic due diligence to ensure that the application is safe for students and serves a pedagogical purpose. Staff must notify their supervising administrator of the application they plan to use as part of their lesson plan prior to their use in the classroom. The district may at any time direct that a teacher discontinue use of a given application. The district will provide training on the relevant student privacy laws to staff members who are selecting and deploying applications in the classroom.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3051

Opioid Overdose Prevention and Response

The district will maintain an opioid antagonist in its schools, specifically naloxone, otherwise known by its brand name Narcan. Pursuant to Nebraska law and the Naloxone Standing Order issued by the Nebraska DHHS, Division of Public Health, the board will permit school nurses, trained school staff, or other individuals qualified by law to administer naloxone to any person at school or a school event displaying symptoms of an opioid overdose.

This policy shall not create a duty on the part of the school district and/or its personnel to administer naloxone. School representatives will not administer naloxone under the following circumstances:

- a. Naloxone is not available during the overdose emergency;
- b. There is no individual available who is qualified to administer naloxone; or
- c. School representatives are uncertain as to whether an opioid overdose is occurring.

Nothing in this policy is intended to regulate, restrict or otherwise deter a law enforcement officer, emergency medical technician, volunteer fire fighter, licensed medical professional or other authorized individual from administering his/her own supply of naloxone when responding in good faith to a suspected drug overdose occurring on school district property or at a school-sponsored event.

Procurement and Storage. The superintendent, in consultation with the school's nursing staff, will make the necessary arrangements to obtain naloxone. The naloxone will be stored unlocked in the nurses' office(s). The superintendent, in consultation with the school's nursing staff, will reorder naloxone.

Naloxone that is nearing its expiration date will be replaced. The school nurse shall maintain a log of naloxone supplies consistent with the district's practices for logging other medications.

Training. Licensed health care professionals and school resource officers employed on the high school and middle school levels shall all complete an approved naloxone training prior to carrying and/or administering naloxone. Other school staff members may be trained as determined by the administration. Once trained, staff members

shall review the DHHS standing order and applicable naloxone administration protocols as needed.

Recordkeeping and Reporting. Any individual who administers naloxone on behalf of the school district will promptly notify the building principal and superintendent of the facts and circumstances surrounding the drug overdose incident. The administration of naloxone to any student will be documented in his/her cumulative health record. The administration of naloxone to any staff member will be documented in his/her personnel file.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3052 Leasing Personal Property

I. Leases of Personal Property by the District

A. Applicability of this policy.

Leases of personal property using any federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Purchasing and Procurement with Federal Funds, which is found elsewhere in this section.

This policy applies to all other leases of personal property made by the school district other than construction, remodeling, repair and site improvements.

B. General Leasing Policy

1. The school district's budget shall be the guide for all leases of personal property. Any leases of personal property must be approved by the board or superintendent.
2. The board intends to lease competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
3. The leasing of equipment and other goods shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the leasing program of the school district.
4. Leases of personal property or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.
5. No board member, employee, volunteer, parent-teacher organization, or other individual or entity may use a school district account, its tax identification number, or its tax exemption to make personal leases of any kind or for any reason.

C. Leasing Procedures

1. School personnel must secure the approval of the board or superintendent before entering into a lease for personal property.
2. For lease of more than \$5,000.00, the district will secure written quotes and/or estimates from a reasonable number of vendors. The district will lease from a responsible vendor with the lowest price unless the board approves the lease from the more expensive vendor.

D. Relations with Vendors

1. The board wishes to maintain good working relations with vendors who lease equipment, goods, and other personal property to the school system. The school shall not extend favoritism to any vendors. Each lease shall be entered into on the basis of quality, price and delivery, with past experiences being a factor if all other considerations are equal.
2. No lease shall be made that violates any conflict of interest policy or law.
3. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the lease will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

II. Lease of District-Owned Personal Property to Others

A. Personal Property Valued at No More Than \$5,000.00

If the Superintendent determines that any personal property that is owned by the school district and has a fair market value of no more than \$5,000.00 is not needed for school district use, the Superintendent may enter into a lease agreement for a period no longer than the period of time during which such property is not needed for school purposes and in no event longer than 365 days. The Superintendent is authorized to determine the terms and conditions of the lease of this district-owned personal

property, provided however that Superintendent will avoid leasing such personal property at a rate that is significantly lower than the fair market value for comparable rentals of similar personal property. At Superintendent's discretion, Superintendent may require lessors of this district-owned personal property to furnish property and liability insurance covering lessors use of such property.

B. Personal Property Valued in Excess of \$5,000.00

If the board of education determines that any personal property that is owned by the school district and has a fair market value of at least \$5,000.00 is not needed for school district use, the board may lease such property, or portion thereof, upon such terms and conditions as it determines.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3053 Nondiscrimination

The School District does not discriminate on the basis of prohibited factors in employment and educational programs/activities. The School District affirmatively strives to provide equal opportunity for all as required by:

Title VI of the Civil Rights Act of 1964 - prohibits discrimination on the basis of race, color, religion, or national origin

Title VII of the Civil Rights Act of 1964 as amended - prohibits discrimination in employment on the basis of race, color, religion, sex, or national origin

Title IX of the Education Amendments of 1972 - prohibits discrimination on the basis of sex

Age Discrimination in Employment Act of 1967 (ADEA) as amended - prohibits discrimination on the basis of age with respect to individuals who are at least 40

The Equal Pay Act of 1963 as amended - prohibits sex discrimination in payment of wages to women and men performing substantially equal work in the same establishment

Section 504 of the Rehabilitation Act of 1973 - prohibits discrimination against the disabled

Americans with Disabilities Act of 1990 (ADA) - prohibits discrimination against individuals with disabilities in employment, public service, public accommodations and telecommunications

The Family and Medical Leave Act of 1993 (FMLA) - requires covered employers to provide up to 12 weeks of unpaid, job-protected leave to "eligible" employees for certain family and medical reasons

The Pregnancy Discrimination Act of 1978 - prohibits discrimination in employment on the basis of pregnancy, childbirth, or related medical conditions

The Uniformed Services Employment and Reemployment Rights Act (USERRA) - provides job protections and reemployment rights to

military reservists and National Guard members called to active duty

The Boy Scouts of America Equal Access Act which prohibits discrimination against groups that wish to access district facilities

The Nebraska Fair Employment Practice Act (FEPA) – prohibits employment discrimination on the basis of race, color, national origin, religion, sex (including pregnancy), disability, marital status, and retaliation

Nebraska Age Discrimination in Employment Act (Age Act) – prohibits employment discrimination on the basis of age for those individuals who are over 40 years of age

The Equal Pay Act of Nebraska – prohibits discriminatory wage practices based on sex

The Nebraska Equal Opportunity in Education Act – prohibits discrimination on the basis of sex (including pregnancy) by any educational institution

Veterans Preference Law (NEB. REV. STAT §§ 48-225 to 48-231) - stipulates categorical preferences for employment for military veterans and for the spouses of disabled veterans

Additional School Board policies prohibit harassment and/or discrimination against students, employees, or patrons on the basis of sex, race, color, ethnic or national origin, religion, marital status, disability, age, pregnancy, and any other legally prohibited basis. Retaliation for engaging in a protected activity is also prohibited.

Any person who believes she or he has been discriminated against, denied a benefit, or excluded from participation in any district education program or activity may file a complaint using the district's complaint procedures.

Inquiries regarding compliance with any of the laws referred to in this policy may be directed to the superintendent or to the district's Title IX and/or Section 504/ADA Coordinator.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3054
Law Enforcement Unit

The board is committed to providing a safe environment conducive to learning for members of the school community. In furtherance of this commitment, the board designates Furnas County Sheriff's Office to act as the district's Law Enforcement Unit.

Authority of the Law Enforcement Unit. The law enforcement unit is officially authorized to:

- Enforce any local, State, or Federal law, or refer to appropriate authorities a matter for enforcement of any local, State, or Federal law against; *and*
- Maintain the physical security and safety of the district

In maintaining the physical security and safety of the district, the law enforcement unit may employ surveillance or other safety or security equipment in compliance with state and federal law. The law enforcement unit is responsible for the maintenance and security of any such equipment.

Records of the Law Enforcement Unit. All records created and maintained by the law enforcement unit for a law enforcement purpose are considered law enforcement unit records. This would include any records produced by surveillance or other safety or security equipment employed by the law enforcement unit to maintain the physical security and safety of the district.

Law enforcement unit records must be maintained by the law enforcement unit until the unit determines the records may be destroyed. The law enforcement unit is responsible for maintaining law enforcement unit records separate and apart from the student records maintained by the district pursuant to the board's policy regarding student records.

Law enforcement unit records may only be disclosed with the authorization of the Superintendent or his/her designee. Only copies of law enforcement unit records may be disclosed, and the original must be retained by the law enforcement unit and will continue to be considered a law enforcement unit record.

Adopted on: _____
Revised on: _____
Reviewed on: _____

3055

School Resource Officers

The school district must have in effect a memorandum of understanding (MOU) with any law enforcement agency or any security agency prior to using the services of a school resource officer (SRO) or security guard. The MOU shall comply with all state law requirements.

Employer. The SRO or security guard are employees of the law enforcement agency or security agency.

Required Training. Each SRO and security guard and at least one administrator in each elementary or secondary school where an SRO or security guard is assigned must attend a minimum of twenty hours of training focused on school-based law enforcement, including, but not limited to, coursework focused on school law, student rights, understanding special needs students and students with disabilities, conflict de-escalation techniques, ethics for school resource officers and security guards, teenage brain development, adolescent behavior, implicit bias training, diversity and cultural awareness, trauma-informed responses, and preventing violence in school settings.

Prosecution Referral Records. The district must create and maintain records on each student referral for prosecution from an SRO in response to an incident occurring at school, on school grounds, or at a school-sponsored event. The records must allow for analysis of related data and must include the reason for the referral and the federally identified demographic characteristics of each student.

Parent or Guardian Notification. School officials are not required to notify a parent or guardian or give them an opportunity to be present if the student is subjected to questioning or interrogation by a school official. School officials will notify a parent or guardian or give them an opportunity to be present if the student is subjected to questioning or interrogation by an SRO or security guard operating in conjunction with a school official as provided in the school's separate policy regarding investigations, arrests, and other student contact by law enforcement, Health and Human Services, or other child welfare agencies.

Rights Advisement. School officials will not advise students of any constitutional rights before student questioning or interrogation. The advisement, if any, shall be made by the SRO or security guard as provided by their agencies' policies and procedures.

Referral to Law Enforcement for Prosecution. The school district's student discipline policy is the school policy required by state law that addresses the student conduct or actions that will be referred to law enforcement for prosecution and the type of student conduct or actions that will be resolved as a disciplinary matter by a school official and not referred to law enforcement.

Restraint and Seclusion. The school district's restraint and seclusion policy applies to the use of restraint and seclusion on students by school district employees. SROs and security guards that are not employees of the school district are not governed by the school district's restraint and seclusion policy. Instead, they will be governed by the restraint and seclusion policies, practices, and procedures implemented by their employers.

Filing and Posting the MOU. The superintendent shall provide a copy of any initial MOU entered into under this policy to the Nebraska Department of Education (Department) or post a copy on the school district's website within three months of its adoption. The superintendent shall thereafter file any changes to the MOU with the Department or post it on the school district's website no later than January 1st of each year.

Complaint Process. Any student or parent who wishes to express a concern or file a complaint about an SRO or security guard and the practices of the SRO or security guard must follow the school district's complaint procedure.

Adopted on: _____

Revised on: _____

Reviewed on: _____

3056 Guest Speakers

The school board recognizes that guest speakers with demonstrated expertise in areas of interest to the school district and its students may enrich the students' educational experiences. The school district has adopted this policy to ensure that the messages provided by outside speakers do not conflict with school district policies, the fundamental values of a public school education, or the legal limitations placed on public school districts. Individuals who wish to invite a guest speaker must follow the procedures outlined below.

Classroom or School-Sponsored Activity Guest Speakers. Teachers or activity sponsors who desire to invite a guest speaker to address his or her class or activity members must:

1. Research the guest speaker, have a clear understanding of the guest speaker's purpose and message, and determine that the speaker's message complies with the school district's policies and fundamental values.
2. Complete a Guest Speaker Request Form and submit it to the building principal at least 15 days prior to the proposed appearance.
3. Notify the main office of name, time, and date of the guest speaker's appearance (if the request is approved).
4. Notify parents of the name, time, date, and topic and summary of the presentation at least 5 days before the presentation (if the request is approved).
5. Require the guest speaker to submit a copy of any visual or written materials to the employee at least 24 hours prior to any presentation. The employee shall submit the materials to the principal upon receipt.
6. Prepare students in advance for the experience.
7. Inform the guest speaker that students or employees may ask challenging questions or offer differing viewpoints.
8. Terminate the presentation if the speaker fails to limit his or her remarks to the subject on which he or she has been invited to speak.
9. Remain with the speaker and students to facilitate and monitor the discussion.
10. Provide appropriate follow-up activities and education.

Assembly Speakers. Employees who desire to invite a guest speaker to address staff or students at an assembly must follow the identical procedures outlined above. In addition, the employee must submit the Guest Speaker Request Form to the superintendent at least 15 days prior to the proposed appearance and the speaker submitted materials upon receipt.

Request Consideration. The administrator(s) must research the guest speaker and determine that the speaker's message complies with the school district's policies and fundamental values. If it does not comply, the administrator will reject the request. If it does comply, the administrator shall then consider the following factors when approving or denying the request:

1. The guest speaker's ability to appropriately and adequately address the topic with the students based upon the speaker's education, training, expertise, or other qualifications.
2. The materials submitted by the guest speaker.
3. The educational value to students of the presentation.
4. The relevance of the presentation to the class, activity, or school's educational mission.
5. Whether the topic of the presentation is appropriate for the students' ages and level of maturity.
6. Whether the speaker has a history of providing factual information in a fair and balanced manner or if he or she has previously advocated for a particular position or espoused personal opinion, bias, or partisanship.
7. Whether the speaker's proposed presentation is consistent with the fundamental values of a public school education and/or encourages the fundamental values, habits, or manners of civility.
8. Whether the speaker's proposed presentation will satisfy the Nebraska Department of Education's accreditation, curriculum, or standards requirements or recommendations.

The administrator shall notify the employee of his or her decision.

Controversial Issues. If the employee or administrator determine that the guest speaker's topic or presentation is partisan or controversial but will still be of benefit to the students, (1) the employee and administrator will work with the guest speaker to develop a plan that will allow the issue to be

presented in an objective and unbiased manner and/or (2) the employee and administrator will develop a plan that will allow opposing viewpoints to be presented. The employee will notify students and their parents at least 5 days in advance of the nature of the presentation. If a student does not wish to attend a controversial presentation, the employee will either excuse the student from attending or provide an alternative assignment.

Other Requirements. The inviting employee or appropriate administrator may interrupt or stop the presentation if it violates this or any other school policy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

3057
Title IX Policy

It is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. The district is required by Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106 to not discriminate in such a manner.

1. Title IX Coordinator

1.1. **Designation.** The district will designate and authorize at least one employee to coordinate its efforts to comply with its responsibilities under this policy, who will be referred to as the "**Title IX Coordinator.**" The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment). This report may be made by any means, including but not limited to, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours).

2. Definitions. As used in this policy, the following terms are defined as follows:

2.1. **Actual knowledge** means notice of sexual harassment or allegations of sexual harassment to any district employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only district employee with actual knowledge is the respondent (as that term is defined below). "Notice" as used in this paragraph includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator as described in subsection 1.1 above.

2.2. **Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

2.3. **Formal complaint** means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation of sexual harassment. The only district official who is authorized to initiate the Grievance Process for Formal Complaints of Sexual Harassment against a respondent is the Title IX Coordinator (by signing a formal complaint). At the time of filing a formal complaint with the district, a complainant must be participating in or attempting to participate in the district's education program or activity. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator under subsection 1.1 above, and by any additional method designated by the district. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this policy or under 34 C.F.R. part 106, and will comply with the requirements of this policy and 34 C.F.R. part 106, including subsections 5.1.3–5.1.4 and 34 C.F.R. § 106.45(b)(1)(iii).

2.4. **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

2.5. **Consent** for purposes of this policy means the willingness in fact for conduct to occur. An individual may, as a result of age, incapacity, disability, lack of information, or other circumstances be incapable of providing consent to some or all sexual conduct or activity. Neither verbal nor physical resistance is required to establish that an individual did not consent. District officials will consider the totality of the circumstances in determining whether there was consent for any specific conduct. Consent may be revoked or withdrawn at any time.

2.6. **Sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:

- 2.6.1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;

2.6.2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity;

2.6.3. **Sexual assault**, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), which means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:

2.6.3.1. **Sex Offenses, Forcible**—Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.

2.6.3.1.1. **Rape**—(Except Statutory Rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

2.6.3.1.2. **Sodomy**—Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.3. **Sexual Assault With An Object**—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.4. **Fondling**—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her

age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.2. **Sex Offenses, Non-forcible**—(Except Prostitution Offenses) Unlawful, non-forcible sexual intercourse.

2.6.3.2.1. **Incest**—Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

2.6.3.2.2. **Statutory Rape**—Non-Forcible sexual intercourse with a person who is under the statutory age of consent

2.6.4. **Dating violence**, as defined in 34 U.S.C. § 12291(a), which means violence committed by a person—

2.6.4.1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2.6.4.2. where the existence of such a relationship shall be determined based on a consideration of the following factors:

2.6.4.2.1. The length of the relationship.

2.6.4.2.2. The type of relationship.

2.6.4.2.3. The frequency of interaction between the persons involved in the relationship.

2.6.5. **Domestic violence**, as defined in 34 U.S.C. § 12291(a), which includes felony or misdemeanor crimes committed by a current or former spouse or intimate partner of the victim under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of victim services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who—

2.6.5.1. is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;

2.6.5.2. is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner;

2.6.5.3. shares a child in common with the victim; or

2.6.5.4. commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

2.6.6. **Stalking**, as defined in 34 U.S.C. § 12291(a), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

2.6.6.1. fear for his or her safety or the safety of others; or

2.6.6.2. suffer substantial emotional distress.

2.7. **Supportive measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

3. Discrimination Not Involving Sexual Harassment.

3.1. **General Prohibition.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the district.

3.2. **Specific Prohibitions.** Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, in providing any aid, benefit, or service to a student, the district will not on the basis of sex:

- 3.2.1. Treat one person differently from another in determining whether such person satisfies any requirement or condition for the provision of such aid, benefit, or service;
- 3.2.2. Provide different aid, benefits, or services or provide aid, benefits, or services in a different manner;
- 3.2.3. Deny any person any such aid, benefit, or service;
- 3.2.4. Subject any person to separate or different rules of behavior, sanctions, or other treatment;
- 3.2.5. Apply any rule concerning the domicile or residence of a student or applicant;
- 3.2.6. Aid or perpetuate discrimination against any person by providing significant assistance to any agency, organization, or person which discriminates on the basis of sex in providing any aid, benefit or service to students or employees;
- 3.2.7. Otherwise limit any person in the enjoyment of any right, privilege, advantage, or opportunity.

3.3. **Complaint Procedure.** All complaints regarding any alleged discrimination on the basis of sex, including without limitation violations of this policy, 34 C.F.R. part 106, Title IX, Title VII, or other state or federal law—when the alleged discrimination does not arise from or relate to an allegation of sexual harassment as defined in subsection 2.6 above—shall be addressed pursuant to the district’s general complaint procedure, Board Policy 2006

4. **Response to Sexual Harassment**

4.1. Reporting Sexual Harassment. Any person who witnesses an act of unlawful sexual harassment is encouraged to report it to the District's Title IX Coordinator. No person will be retaliated against based on any report of suspected sexual harassment or retaliation. Any District employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator as soon as reasonably practicable, but in no case later than the end of the following school day.

4.2. General Response to Sexual Harassment. When the district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, the district will respond promptly in a manner that is not deliberately indifferent. The district will be deemed to be deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances. For the purposes of this policy "education program or activity" includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. The district's response will treat complainants and respondents equitably by offering supportive measures as defined in subsection 2.7 above to a complainant, and by following the grievance process described in section 5 below before the imposition of any disciplinary sanctions or other actions that are not supportive measures, against a respondent. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

4.3. Emergency Removal. Nothing in this policy precludes the district from removing a respondent from the district's education program or activity on an emergency basis, provided that the district undertakes an individualized safety and risk analysis, and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In the event that the district so removes a respondent on an emergency basis, then the district will provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. This provision may not be construed to modify any rights under the Individuals with Disabilities

Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

4.4. **Administrative Leave.** Nothing in this policy precludes the district from placing a non-student employee respondent on administrative leave during the pendency of a grievance process that complies with section 5 below. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

4.5. **General Response Not Conditioned on Formal Complaint.** With or without a formal complaint, the district will comply with the obligations and procedures described in this section 4.

5. **Grievance Process for Formal Complaints of Sexual Harassment.**

5.1. **General Requirements.**

5.1.1. **Equitable Treatment.** The district will treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following the grievance process described in this section 5 before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. Remedies will be designed to restore or preserve equal access to the district's education program or activity. Remedies may include the same individualized services described in subsection 2.7 as "supportive measures"; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.

5.1.2. **Objective Evaluation.** This grievance process requires an objective evaluation of all relevant evidence—including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person's status as a complainant, respondent, or witness.

5.1.3. **Absence of Conflicts of Interest or Bias.** The district will require that any individual designated by a recipient as a Title IX Coordinator, investigator, decision-maker, or any person designated by a recipient to facilitate an informal

resolution process, not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

5.1.4. **Training.** The district will ensure that all individuals or entities described in this Training section 5.1.4 receive training as provided below. Any materials used to train these individuals will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

5.1.4.1. **All District Employees and Board Members.** All district employees and board members will be trained on how to identify and report sexual harassment.

5.1.4.2. **Title IX Coordinators, Investigators, Decision-Makers, or Informal Resolution Facilitators.** The district will ensure that Title IX Coordinators, investigators, decision-makers, or any person designated by the district to facilitate an informal resolution process receive training on:

5.1.4.2.1. The definition of sexual harassment in subsection 2.6;

5.1.4.2.2. The scope of the district's education program or activity;

5.1.4.2.3. How to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable; and

5.1.4.2.4. How to serve impartially, including by avoiding prejudice of the facts at issue, conflicts of interest, and bias.

5.1.4.3. **Decision-Makers.** The district will ensure that decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, as set forth in subsection 5.6.

- 5.1.4.4. **Investigators.** The district will also ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence, as set forth in subsection 5.5.8.
- 5.1.5. **Presumption.** It is presumed that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
- 5.1.6. **Reasonably Prompt Time Frames.** This grievance process shall include reasonably prompt time frames for conclusion of the grievance process, including reasonably prompt time frames for filing and resolving appeals and informal resolution processes if the district offers informal resolution processes. The process shall also allow for the temporary delay of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
- 5.1.7. **Range of Possible Sanctions and Remedies.** Following a determination of responsibility, the district may impose disciplinary sanctions and remedies in conformance with this and the district's student discipline policy, and other state and federal laws. Depending upon the circumstances, these policies provide for disciplinary sanctions and remedies up to and including expulsion.
- 5.1.8. **Range of Supportive Measures.** The range of supportive measures available to complainants and respondents include those listed in subsection 2.7.
- 5.1.9. **Respect for Privileged Information.** The district will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

5.2. **Notice of Allegations.**

5.2.1. **Initial Notice.** Upon receipt of a formal complaint, the district will provide the following written notice to the parties who are known:

5.2.1.1. A copy of this policy.

5.2.1.2. Notice of the allegations of sexual harassment potentially constituting sexual harassment as defined in subsection 2.6, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice will include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. The written notice will inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, under subsection 5.5.5, and may inspect and review evidence under subsection 5.5.5. The written notice will inform the parties of any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

5.2.2. **Supplemental Notice.** If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the Initial Notice described above, the district will provide notice of the additional allegations to the parties whose identities are known.

5.3. **Dismissal of Formal Complaint.**

5.3.1. The district will investigate the allegations in a formal complaint.

5.3.2. **Mandatory Dismissals.** The district **must** dismiss a formal complaint if the conduct alleged in the formal complaint:

5.3.2.1. Would not constitute sexual harassment as defined in subsection 2.6 even if proved;

5.3.2.2. Did not occur in the district's education program or activity; or

5.3.2.3. Did not occur against a person in the United States.

5.3.3. **Discretionary Dismissals.** The district **may** dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing:

5.3.3.1. The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;

5.3.3.2. The respondent is no longer enrolled in or employed by the district; or

5.3.3.3. Specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

5.3.4. Upon a dismissal required or permitted pursuant to subsections 5.3.2 or 5.3.3 above, the district will promptly send written notice of the dismissal and an explanation of that action simultaneously to the parties.

5.3.5. Dismissal of a formal complaint under this policy does not preclude the district from taking action under another provision of the district's code of conduct or pursuant to another district policy.

5.4. **Consolidation of Formal Complaints.** The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the

same facts or circumstances. Where a grievance process involves more than one complainant or more than one respondent, references in this policy to the singular "party," "complainant," or "respondent" include the plural, as applicable.

5.5. Investigation of Formal Complaint. When investigating a formal complaint and throughout the grievance process, the district will:

- 5.5.1. Designate and authorize one or more persons (which need not be district employees) as investigator(s) to conduct the district's investigation of a formal complaint;
- 5.5.2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the district and not on the parties provided that the district cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the district obtains that party's voluntary, written consent to do so for a grievance process under this section (if a party is not an "eligible student," as defined in 34 CFR 99.3, then the district will obtain the voluntary, written consent of a "parent," as defined in 34 CFR 99.3);
- 5.5.3. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- 5.5.4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- 5.5.5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding;

however, the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;

- 5.5.6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- 5.5.7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report; and
- 5.5.8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 calendar days prior to the time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

5.6. **Determination Regarding Responsibility**

- 5.6.1. **Decision-Maker(s).** The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).
- 5.6.2. **Exchange of Written Questions.** After the district has sent the investigative report to the parties pursuant to subsection 5.5.8, but before reaching a determination

regarding responsibility, the decision-maker(s) will afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) will explain to the party proposing the questions any decision to exclude a question as not relevant.

5.6.3. **Written Determination.** The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) will apply the preponderance of the evidence standard. The written determination will include:

5.6.3.1. Identification of the allegations potentially constituting sexual harassment as defined in subsection 2.6;

5.6.3.2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

5.6.3.3. Findings of fact supporting the determination;

5.6.3.4. Conclusions regarding the application of the district's code of conduct to the facts;

5.6.3.5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the

district's education program or activity will be provided by the district to the complainant; and

5.6.3.6. The district's procedures and permissible bases for the complainant and respondent to appeal.

5.6.4. The district will provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

5.6.5. The Title IX Coordinator is responsible for effective implementation of any remedies.

5.7. **Appeals.** The district will offer both parties the opportunity to appeal from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, on the grounds identified below.

5.7.1. **Time for Appeal.** Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools within ten (10) calendar days of the date of the respective written determination of responsibility or dismissal from which the appeal is taken. The Notice of Appeal must include (a) the name of the party or parties making the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds (from subsection 5.8.2 below) upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal under this policy, 34 C.F.R. part, 106, and Title IX.

5.7.2. **Grounds for Appeal.** Appeals from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, are limited to the following grounds:

5.7.2.1. Procedural irregularity that affected the outcome of the matter;

5.7.2.2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and

5.7.2.3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

5.7.3. As to all appeals, the district will:

5.7.3.1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;

5.7.3.2. Ensure that the decision-maker(s) for the appeal is not the same person as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;

5.7.3.3. Ensure that the decision-maker(s) for the appeal complies with the standards set forth in subsections 5.1.3–5.1.4.

5.7.3.4. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;

5.7.3.5. Issue a written decision describing the result of the appeal and the rationale for the result; and

5.7.3.6. Provide the written decision simultaneously to both parties.

5.8. Informal Resolution. The district will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section. Similarly, the district will not require the parties to participate in an informal resolution process under this section and may not offer an informal resolution

process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the district may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the district:

5.8.1. Provides to the parties a written notice disclosing:

5.8.1.1. The allegations;

5.8.1.2. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;

5.8.1.3. That at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and

5.8.1.4. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;

5.8.2. Obtains the parties' voluntary, written consent to the informal resolution process; and

5.8.3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

5.9. **Recordkeeping.**

5.9.1. The district will maintain for a period of seven years records of:

5.9.1.1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the district's education program or activity;

- 5.9.1.2. Any appeal and the result therefrom;
 - 5.9.1.3. Any informal resolution and the result therefrom;
and
 - 5.9.1.4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The district will make these training materials publicly available on its website, or if the district does not maintain a website then the district will make these materials available upon request for inspection by members of the public.
- 5.9.2. For each response required under section 4, the district will create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the district's education program or activity. If the district does not provide a complainant with supportive measures, then the district will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken.

6. **Superintendent Authorized to Contract.** The board authorizes the Superintendent to contract for, designate, and appoint individuals to serve in the roles of the district's investigator(s), decision-maker(s), informal resolution facilitator(s), or appellate decision-maker(s) as contemplated by this policy.

7. **Access to Classes and Schools.**

7.1. **General Standard.** Except as provided in this section or otherwise in 34 C.F.R. part 106, the district will not provide or otherwise carry out any of its education programs or activities separately on the basis of sex, or require or refuse participation therein by any of its students on the basis of sex.

- 7.1.1. **Contact sports in physical education classes.** This section does not prohibit separation of students by sex within physical education classes or activities during participation in wrestling, boxing, rugby, ice hockey, football, basketball, and other sports the purpose or major activity of which involves bodily contact.
- 7.1.2. **Ability grouping in physical education classes.** This section does not prohibit grouping of students in physical education classes and activities by ability as assessed by objective standards of individual performance developed and applied without regard to sex.
- 7.1.3. **Human sexuality classes.** Classes or portions of classes that deal primarily with human sexuality may be conducted in separate sessions for boys and girls.
- 7.1.4. **Choruses.** The district may make requirements based on vocal range or quality that may result in a chorus or choruses of one or predominantly one sex.

7.2. **Classes and Extracurricular Activities.** The district may provide nonvocational single-sex classes or extracurricular activities as permitted by 34 C.F.R. part 106.

8. **Athletics.** It is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person or otherwise be discriminated against in any interscholastic, club, or intramural athletics offered by the district, and that the district will not provide any such athletics separately on such basis.

8.1. **Separate Teams.** Notwithstanding the foregoing paragraph, the district may operate or sponsor separate teams for members of each sex where selection for such teams is based upon competitive skill or the activity involved is a contact sport.

8.2. **Equal opportunity.** The district will provide equal athletic opportunity for members of both sexes. Unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams will not constitute noncompliance with this section.

9. Certain Different Treatment on the Basis of Sex Permitted.

Nothing herein shall be construed to prohibit the district from treating persons differently on the basis of sex as permitted by Title IX or 34 C.F.R. part 106. For example, and without limiting the foregoing, the district may provide separate toilet, locker room, and shower facilities on the basis of sex, but such facilities provided for students of one sex shall be comparable to such facilities provided for students of the other sex.

10. Retaliation Prohibited. Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, 34 C.F.R. part 106, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA statute, 20 U.S.C. § 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. Complaints alleging retaliation may be filed according to shall be addressed pursuant to Board Policy 2006 (Complaint Procedure).

10.1. Specific Circumstances.

10.1.1. The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this section.

10.1.2. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this part does not constitute retaliation prohibited under this section, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

11. Notification of Policy. The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the

existence of this policy. The requirement to not discriminate, as stated in Title IX and 34 C.F.R. part 106, in the district's education program(s) or activities extends to admission and employment, and inquiries about the application of Title IX and 34 C.F.R. part 106 to the district may be referred to the district's Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

12. **Publication of Policy.** The district will prominently display on its website, if any, and in each handbook that it makes available to applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator(s).

13. **Application Outside the United States.** The requirements of this policy apply only to sex discrimination occurring against a person in the United States.

14. **Scope of Policy.** Nothing herein shall be construed to be more demanding or more constraining upon the district than the requirements of Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106. To the extent that the district is in compliance with Title IX and 34 C.F.R. part 106, then all of the district's obligations under this policy shall be deemed to be fulfilled and discharged.

Adopted on: _____

Reviewed on: _____

Revised on: _____

3058 Naming School Facilities and Property

The purpose of this policy is to establish the criteria and procedures for naming and renaming school district facilities or property.

Authority. The board shall have the authority to name all school district facilities or property. The board reserves the right to refuse to name any facility or piece of property and to make name changes at any time.

Definition. "Facilities or property" means any physical structure owned by the school, including any new, existing, or leased building; a wing of a building; any room; or other significant features or portion thereof such as a fountain, monument, plaza, garden, landscaped area, street, running course, running track, playing field, practice field, playing court, practice court, bench, memorial, or stage.

Committee or Administrative Review. Prior to formal naming action by the board, the matter may be referred to the superintendent or a school committee for consideration, review, and recommendation to the board.

Naming Criteria. The district may name facilities or property after the community, subdivision, or street on which the school is located; the geographic location of the school; or any significant landmark. The district may name facilities or property for an individual, family, or entity meeting at least one of the following criteria:

1. A faculty member, staff member, board member, alumni, volunteer, or other community member who has made an outstanding contribution to education, humanity, or community; or have displayed outstanding leadership; or be a person of historical significance; and who has been deceased for at least five years;
2. Financial donors who make a significant financial contribution to the school generally or to a specific school activity or program; and
3. Financial donors who make a significant financial contribution toward the construction of a new facility/property or facility/property renovation.

The district will not grant a naming right without the informed consent of the named party or his/her/its authorized representative.

Due Diligence Review. The board or its designee shall conduct a due diligence review of any proposed facility or property name to consider whether it is and will continue to be a positive and appropriate reflection on

the school, whether the name conforms with the purpose and mission of the school, and whether there are any conflict of interest issues. The board or its designee shall also consult with district legal counsel to ensure that any proposed name complies with applicable policies, laws, and regulations and to determine if any proposed name would have an adverse impact on existing or future tax-exempt bond issues.

Renaming Facilities. Once established, the name of school district facilities or property generally shall not be changed absent compelling reason to do so as determined by the board. Compelling reasons include, but are not limited to, the person or entity or any of its officers, agents, or employees committing any act or doing anything which might tend to bring the person or entity or any of its officers, agents, or employees into public disrepute, contempt, scandal, or ridicule, or which might tend to reflect unfavorably on the district or if the continued use of the name is contrary to the educational mission of the district. The named party may, without refund of any consideration paid or provided, terminate his/her/its acceptance of the naming rights prior to the scheduled termination date upon request to and approval of the board. If the request is granted, the named party shall be solely responsible for all costs of removal of the names.

Current Facilities or Property. Facility and property names that exist at the time this policy is adopted shall remain in effect, subject to future renaming consistent with this policy.

Adopted on: _____

Revised on: _____

Reviewed on: _____

ARAPAHOE PUBLIC SCHOOL (updated 10/10/22)

2022-2023 School Calendar

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
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28	29	30	31			

September 2022						
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October 2022						
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30	31					

November 2022						
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December 2022						
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January 2023						
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February 2023						
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March 2023						
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April 2023						
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23	24	25	26	27	28	29
30						

May 2023						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2023						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

July 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

PERIOD SCHEDULES

-  No School
-  Monday thru Thursday
-  10:00 a.m. Start
-  Early Dismissal (2:30 dismissal)
-  Parent-Teacher Conf
-  Early Dismissal (12:00 dismissal)
-  Staff Workday/In-Service
-  End of Quarter
-  Staff Workday/In-Service
-  PK Start and End

August 2022

8th Fall Sports Practice Begins
 8th & 9th Staff Workday/In-Service
 10th Start of School (K-12)
 15th Start of School (PK)
 (19-Teacher; 16-Student)

September 2022

5th Labor Day - No School
 27th 2:00 pm Early Dismissal - Parent/Teacher
 Conference 2:30 pm-5 pm & 5:30 pm-8 pm
 (21-Teacher; 21-Student)

October 2022

3rd Staff Workday/Inservice-No School
 14th End of 1st Quarter (46 Days)
 27th 1:00pm Early Dismissal
 28th & 31st Fall Break - No School
 (19-Teacher; 18-Student)

November 2022

7th 10:00 am Start - Staff In-Service
 14th Winter Sports Practice Begins
 23rd 2:30 pm Early Dismissal
 24th & 25th Thanksgiving Break - No School
 (20-Teacher; 20-Student)

December 2022

21st 2:30 pm Early Dismissal
 21st End of 2nd Quarter (44 Days)
 22nd thru 31st Christmas Break - No School
 23rd thru 27th NSAA Moratorium - No Activities
 (15-Teacher; 15-Student)

January 2023

2nd Christmas Break - No School
 3rd Staff Workday/In-Service - No School
 4th School Resumes
 (21-Teacher; 20-Student)

February 2023

14th 2:00 pm Early Dismissal - Parent/Teacher
 Conference 2:30 pm-5 pm & 5:30 pm-8 pm
 20th Staff Workday/In-Service - No School
 27th Spring Sports Practice Begins
 (20-Teacher; 19-Student)

March 2023

13th thru 17th Spring Break - No School
 3rd End of 3rd Quarter (42 Days)
 (18-Teacher; 18-Student)

April 2023

6th 2:30 pm Early Dismissal
 7th & 10th Easter Break - No School
 12th 10:00 Start - Staff In-Service
 19th No School - Home Track Meet
 (17-Teacher; 17-Student)

May 2023

10th Seniors Last Day
 13th Graduation 2:00 pm
 11th End of School (PK)
 17th 2:30 pm Early Dismissal, End of School (K-11)
 17th End of 4th Quarter (45 Days)
 18th Staff Workday/In-Service - No School
 (14-Teacher; 13-Student)

177 Student Days
 184 Certified Staff Days

*Amended 10/10/22 (1:00pm Dismissal Oct. 27, 2022)