

Arapahoe Public School Board Meeting Agenda
Arapahoe Public School Board Room
Monday, June 10, 2024 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 (Lee)
 - 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) Public Comment on Agenda Items
- 4) Reports
 - a) Board Committee(s)
 - Finance
 - Curriculum/Programs/Activities
 - Community Relations
 - Building & Grounds
 - b) Board Member(s)
 - c) Elementary Principal
 - d) Secondary Principal

- e) Superintendent
- 5) Discussion Item(s)
 - a) Food/Nutrition Pricing for 2024-25
 - b) Substitute Pay Rates for 2024-25
- 6) Action item(s)
 - a) Consent Agenda, including Minutes and Financial Reports
 - b) Claims
 - c) Discuss, consider, and take action on approval of a contract with ESU 5 to provide online, synchronous courses for Spanish I and Spanish II for the 24-25 school year.
 - d) Discuss, consider, and take action on approval of Board Policy updates as presented.
- 7) Personnel
- 8) Public Comment - Open
- 9) Future Meetings
 - a) Finance Committee Meeting - July 8, 2024 6:30pm
 - b) Regular Board Meeting - July 8, 2024 7:00pm
 - c) Board Financial Planning Workshop - July 10, 2024. 5:00pm
- 10) Adjourn

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

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

Copy of Open Meetings Act: The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. The Act is posted on the North wall of the meeting room.

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

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

INSTRUCTIONS FOR THOSE WHO WISH TO SPEAK DURING PUBLIC FORUM

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

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

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

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

2009
Public Participation at Board Meetings

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

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

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

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board may require members of the public desiring to address the board to identify themselves.

Adopted on: 8/8/2022
Revised on: _____
Reviewed on: _____

Elementary Principal Report June 2024

Preschool

For the 2024-2025 school year, our PM Preschool is near capacity with 18 students. Currently we have 6 students registered for the AM Preschool program, but we expect that number to increase. The passing of LB 71 has made it possible for districts to allow 5 year old students to attend preschool as long as they don't turn 6 before January 1st of the current school year. The Curr/Prog/Act Committee has met to discuss how this impacts our district. Our preschool guidelines will be articulated in Board Policy 6040 and the Preschool Handbook.

Summer School

Elementary summer school is up and running. We are serving 20 students in the areas of reading and math. The daily schedule is as follows: 8:30-8:45 Welcome; 8:45-9:45 Reading; 9:45-10:00 Break; 10:00-11:15 Math; 11:15-11:30 Closing.

Elementary Classroom Teacher Assignments for 2024-2025

Preschool - Heather Doggett
Kindergarten - Emily Pearson
First Grade - Lisa Schutz
Second Grade - Shasta Hambidge
Third Grade - Kara Krejdl
Fourth Grade - Dale Henderson
Fifth Grade - Brandon Mues
Sixth Grade - Bailey Schneider

(Paraprofessional assignments have not been determined as we are still looking to fill positions for next year.)

Principal Workshops / Trainings

NEE Recertification Training - Completed
Admin Days - July 24-26
Title IX Training - July 30

Principal's Report

June 10, 2024

Rudy Perez, Secondary Principal

We have started Summer School for grades 7th through 11th. We have five 7th grade students and seven high school students. Two other high students will begin their credit recovery late due to being out of town,

As far as personnel, once again we will have our Spanish classes (two - Spanish I and one-Spanish II) taught by an instructor from ESU #5. The classes will be held during 4th, 5th and 6th periods as last year. Mrs. Sharp will supervise these classes, except on days when she has JH Band.

Our master teaching schedule has changed a bit from last year as it pertains to JH students. Art has been moved to the Career Exploration selection. Mrs. Picquet will have a different class each quarter. Since Art was moved to 6th Period (Career Exploration), JH students will have the following choices for 5th Period: Band, Vocal and Speech.

Our supplemental duties are almost totally complete. Once I get verification from Mr. Kornhofman, I will share the list with Mr. Drews.

Mr. Ellis and I worked on the First Section of the Parent/Student Handbook. I am working on the Secondary section. I will have the Secondary Parent/Student Handbook ready for the July Meeting.

Arapahoe-Holbrook Public Schools
Superintendent Report to Board of Education
May 10, 2024

Building & Grounds

1. Summer Projects - With the exception of some clean up around exterior buildings, we don't have any significant projects on the list for this summer. We will be switching Teacher parking to the East lot and Student parking to the West lot, which involves some signage movement and eventual painting of parking stall #s for students.
2. PK Drywall/Drainage - Prior to replacing the drywall with water damage in the PK classroom, the Bldg/Grounds committee evaluated the situation and determined that a project larger in scope is advised to eliminate this recurring problem. Grading/Concrete/Drainage will be addressed in the NE area of the building to move water away from the building to the drainage ditch built during new building construction a few years back. Expanding the scope means we will use temporary remediation to handle the drywall issue until the source of the issue is corrected. Bldg/Grounds committee members will be able to provide more detail on this.

Transportation

1. Vehicle Fleet - Our vehicle fleet is not in bad shape, but with the low depreciation balance, we need to plan carefully for replacement. Current summary of status:
 - a. Route Buses - Good - low mileage and reliable - replacement need prediction 4-6 years
 - b. Activity Bus - Fair - reasonable mileage for age - replacement need prediction 1-2 years
 - c. Full Size Vans - Good - 2023/2020/2006 - reasonable mileage- replacement need prediction 2-3 years
 - d. Suburbans - Good - reasonable mileage - replacement need prediction - 4-5 years
 - e. Minivans - Adequate - mostly staff use - replacement need - 3-4 years

Technology

2. Chromebooks/Mimio/Windows Laptop - All have been received and will be operational by early August. Office laptop will be in place by mid June. Mimio screens will be installed by June 14 (all current K-6 classrooms will be equipped). Student Chromebooks will be distributed prior to the school year beginning.
3. Camera System - Our additional exterior camera will be installed this summer to provide better coverage of the playground area and to the southwest of the track. The Safety Grant from NDE is covering \$2,000 of the \$4,500 total cost.

Other

1. Policy Updates - We will spend some time reviewing and approving the updated and new policies provided by KSB. There are only a couple that require some board feedback on preferences for this month, so it will be mostly informative on June 10. The policy batch for the July board meeting will likely need more discussion and some decision making.
2. Board Training/Development -
 - a. NASB Leaders & Law Conf - Kearney, June 13, 2024 8:00am - 3:00pm
 - b. AHPS Financial Planning Workshop - Arapahoe - July 10, 2024 5:00pm (*conducted as an official meeting in case action items needed*)
 - c. ALICAP Summer Safety Workshop - Kearney, July 11, 2024 9:00am - 3:00pm
 - d. NASB Area Mtg - Kearney - Kearney, Aug 27, 2024 5:00 - 8:00pm
 - e. NASB Labor Relations Conf - Lincoln, Oct 2-3, 2024
 - f. NASB State Education Conference - Omaha - Nov 20-22, 2024

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS
BUILDING & GROUNDS COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Building & Grounds Committee was convened on April 29th, 2024, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

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

Board Member(s) Absent: Leigh Zodrow.

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

Staff Absent: None.

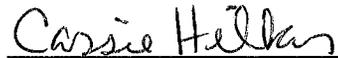
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Drews reviewed the projects that have been completed in 2023-2024:
 - o Kitchen Equipment-Used grant to replace refrigerator.
 - o Sold fuel tank \$4,175.
 - o Replaced PK room windows, trim issues remain.
 - o Painted parking lot numbers.
 - o TwoPTurf Contract-Contract will remain the same as 2023-2024 (emphasis on TR surround).
- Reviewed AHPS Facilities/Capital Goals sheet to discuss resources needed and timing.
- Prioritization from October Meeting (Semester 1):
 - o PK Room Flood Damage-QCUPF an option?
 - o Removal of fence (south side)-Can be done in house.
 - o Ag Room flooring-Hold until Summer 2025.
 - o Band Room flooring-Hold until Summer 2026.
 - o Ag Room Cabinets-Hold until Summer 2025.
 - o North Gym Painting-Hold-Drews is looking for vendors to provide an estimate.
 - o Concrete for Dumpsters (South of Bus Barn)-Hold, but dumpsters may be moved after tank is out.
 - o Track Resurface-Summer 2026, patches for small areas will be purchased.
 - o Visitor Bleachers-Replace to eliminate regular upkeep costs. Grant? QCUPF?
 - o Lighting System for Stage-GALA?
 - o Kitchen drain for grease-Drain needs evaluated.
 - o Shot Clocks have been ordered and should be installed May 2024.
 - o Replace fluorescent with LED as needed.
 - o Custodial/Maintenance Pickup-Hold.

The meeting ended at approximately 8:05 am.

ATTEST:



Cassie Hilker, Secretary

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

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Technology Committee was convened on May 13th, 2024, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Nancy Schutz and Rodney Whipple.

Board Member(s) Absent: Chad Carpenter.

Staff Present: Reid Stagemeyer, Technology Director/Technology Teacher, Bob Drews, Superintendent, and Cassie Hilker, Board Secretary.

Staff Absent: None.

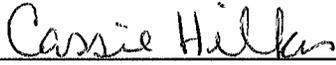
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Future Ready Technology Plan Review.
- Reviewed the current tech inventory/equipment status with the current student device rotation schedule.
 - o Chromebooks.
 - o Mimio Screens.
 - o Teacher Computers.
 - o E-Rate Funding / REAP Funding.
- Briefly discussed cell phone policy options for students and what area Districts are doing.

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
FINANCE COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Finance Committee was convened on May 13th, 2024, at 6:30 pm in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

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

Board Member(s) Absent: Leigh Zodrow.

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

Staff Absent: None.

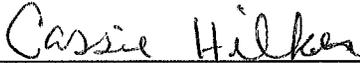
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Bus Lease / Bus Loan.
- FCCLA Per Diem and Registration Request.
- Extra Duty Amendment for 2024-2025.
- Claims.
- Nutrition Fund.

The meeting ended at approximately 7:00 pm.

ATTEST:



Cassie Hilker
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, May 13, 2024, at 7:00 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: Chad Carpenter: Present, Erick Lee: Present, Nancy Schutz: Present, Dan Warner: Present,

Rodney Whipple: Present, Leigh Zodrow: Absent.

Also present was Mr. Bob Drews, Superintendent, Mr. Rudy Perez, Secondary Principal, Mr. Benjamin Ellis, Elementary Principal, and Cassie Hilker, Board Secretary. Visitors were present.

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

Opening the Meeting:

Call to Order: President Warner called the meeting to order at 7:04 pm.

Pledge of Allegiance (Carpenter): Mr. Chad Carpenter led the Pledge of Allegiance.

Nebraska Open Meetings Act: At the beginning of the meeting, President Warner 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:

Motion was made by Erick Lee and seconded by Rodney Whipple to excuse the absence of Board Member Leigh Zodrow.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

Welcome Visitors:

Public Comment on Agenda Items:

Reports:

Student Council Representatives: N/A

Board Committee(s): Carpenter stated that they reviewed the claims and finances. Whipple stated that the Tech Committee also met. They reviewed the Technology Plan and equipment is being updated on a rotation. Lee stated that the Community Relations Committee met. Drews stated that the Building & Grounds Committee met and is planning to hold off on a number of projects that are not emergent.

Board Member(s): N/A.

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

Secondary Principal: Mr. Drews presented Mr. Perez' Secondary Principal Report.

Superintendent: Mr. Drews presented the Superintendent Report.

Teacher Presentations - Elizabeth Klein: Elizabeth Klein shared with the Board that circulations in the library were up this school year compared to last. They are winding things down and hunting down books to make sure they all get turned in. She shared that they are working on improving math skills with the Continuous Improvement Steering Committee. She helps with testing our students and evaluating the results.

Discussion Item(s): Mr. Drews stated that he is planning to meet with the Arapahoe Chamber of Commerce on May 21st and the City of Arapahoe on June 4th (tentative) to discuss the financial situation of the School District. He is also planning to meet with the Village of Holbrook and Edison. Lee stated that laying blame is not helpful, the fact is that the legislature has taken away local control.

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.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent
Yea: 5, Nay: 0, Absent: 1

Claims:

Motion was made by Erick Lee and seconded by Chad Carpenter to approve expenditures and payments totaling \$547,902.25 as submitted by Administration to the Board.

The motion Carried.

Carpenter: Abstain (Claim No. 37716 to W&J Repair for \$29.59), Lee: Abstain (Claim No. 37709 to Tri Valley Health System for \$215.00), Schutz: Abstain (Claim No. 37680 to Hemelstrand's for \$405.69), Warner: Yea, Whipple: Abstain (Claim No. 37656 to ATC for \$362.36), Zodrow: Absent

Yea: 1, Nay: 0, Absent: 1, Abstain (With Conflict): 4

FCCLA National Convention:

Motion was made by Nancy Schutz and seconded by Rodney Whipple to approve the per diem request and registration costs for the National FCCLA competition.

The motion Failed.

Carpenter: Nay, Lee: Nay, Schutz: Yea, Warner: Nay, Whipple: Yea, Zodrow: Absent

Yea: 2, Nay: 3, Absent: 1

Motion was made by Chad Carpenter and seconded by Nancy Schutz to approve the per diem request for the National FCCLA competition.

The motion Carried.

Carpenter: Yea, Lee: Nay, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 4, Nay: 1, Absent: 1

2024-2025 Classified Pay Package:

Motion was made by Rodney Whipple and seconded by Chad Carpenter to approve classified pay package as presented.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

2024-2025 ESU 5 Contract for Spanish I and Spanish II: No action - ESU 5 is still working on final numbers for their contract.

1st State Bank Bus Loan:

Motion was made by Chad Carpenter and seconded by Nancy Schutz to approve securing a loan from First State Bank of up to \$290,000 for final bus lease payments to Wells Fargo, upon invoice prior to June 10, 2024.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

Northland Security (1st National Bank of Omaha) Agreement:

Motion was made by Rodney Whipple and seconded by Nancy Schutz to approve financial services agreement with Northland Security (1st National Bank of Omaha) as presented.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

Surplus Equipment-AccuTemp Steamer Oven (model E62083E150 SGL):

Motion was made by Rodney Whipple and seconded by Chad Carpenter to approve declaring the AccuTemp Steamer Oven (model E62083E150 SGL) as surplus equipment to be sold at the discretion of the Superintendent.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

2024-2025 Negotiated Agreement Extra Duty Schedule Amendment:

Motion was made by Rodney Whipple and seconded by Nancy Schutz to approve the amended Extra Duty Schedule as part of the 2024-2025 Negotiated Agreement as presented.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

Personnel:

Classified Staffing Update: Mr. Drews stated that 4 Paraprofessionals have resigned. We have open Paraprofessional positions for the 2024-2025 school year. We do still have a need for custodial help and will have a full-time position open in March.

Public Comment - Open: Jenny Spaulding thanked the board members for their service. She commented that publishing a notice in the newspaper regarding the school finance meetings with the community would be appreciated. She then asked how curriculum is

assessed. Drews stated that they have to submit reports to the state. There is a curriculum review committee which takes input from teachers, administration, and board members.

Future Meetings: Finance Committee Meeting - June 10, 2024 at 6:30 pm; Regular Board Meeting - June 10, 2024 at 7:00 pm.

Adjourn:

Motion was made by Chad Carpenter and seconded by Rodney Whipple to adjourn the meeting at 8:42 pm.

The motion Carried.

Carpenter: Yea, Lee: Yea, Schutz: Yea, Warner: Yea, Whipple: Yea, Zodrow: Absent

Yea: 5, Nay: 0, Absent: 1

The meeting was duly adjourned.

DATED this Monday, May 13, 2024

ARAPHAOE-HOLBROOK PUBLIC SCHOOLS

BY:



Dan Warner, President

ATTEST:



Cassie Hilker, Secretary

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS
CURRICULUM/PROGRAMS/ACTIVITIES COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Curriculum/Programs/Activities Committee was convened on May 29th, 2024, at 8:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

Board Member(s) Present: Dan Warner.

Board Member(s) Absent: Erick Lee and Nancy Schutz.

Staff Present: Bob Drews, Superintendent, Benjamin Ellis, Elementary Principal, and Cassie Hilker, Board Secretary.

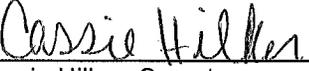
Staff Absent: None.

The committee discussed the following items/topics:

- Preschool eligibility changes.
 - o Add verbiage to the Preschool handbook and registration forms:
 - 2 years of eligibility/attendance.
 - Establish prioritization (District Students first).
 - Capacity.
- Curriculum Selection Cycle:
 - o 2024-2025 was English, deferred to 2025-2026 due to low funds.

The meeting ended at approximately 8:35 am.

ATTEST:



Cassie Hilker, Secretary

**MINUTES OF THE MEETING OF THE BOARD OF EDUCATION OF ARAPAHOE-HOLBROOK PUBLIC SCHOOLS
BUILDING & GROUNDS COMMITTEE**

A meeting of the Board of Education of Arapahoe-Holbrook Public Schools Building & Grounds Committee was convened on June 6th, 2024, at 7:00 am in the Board Room, 610 Walnut Street, Arapahoe, Nebraska.

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

Board Member(s) Absent: Leigh Zodrow.

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

Staff Absent: None.

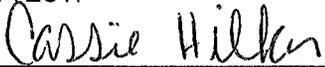
The committee reviewed the documents/reports provided.

The committee discussed the following items/topics:

- Garbage Dumpsters
 - o Possible change in vendors, which would mean a change in trucks/dumpster style.
 - o Inspected areas / options.
- QCPUF use for mold in NE areas of building
 - o Inspected areas.
 - o Drews is looking into if QCPUF can be used for gutters/drain issues that would prevent mold. It can be used to replace the drywall, etc. that show signs of mold.
 - o Max QCPUF amount that can be taxed is \$0.03.

The meeting ended at approximately 7:50 am.

ATTEST:



Cassie Hilker, Secretary

Bond Fund

Beginning Balance May 1, 2024	\$ 547,551.39
Receipts:	\$ 208,416.11
Disbursements:	\$ 61,606.25
Closing Balance May 31, 2024	<u>\$ 694,361.25</u>

ACCOUNTS:

Cash Account-First Central	\$ 34,656.25
First Central CD	\$ 659,705.00
First State CD	\$ -
	<u>\$ 694,361.25</u>

Depreciation

Beginning Balance May 1, 2024	\$ 8,852.49
Receipts:	\$ 27.28
Disbursements:	\$ -
Closing Balance May 31, 2024	<u>\$ 8,879.77</u>

ACCOUNTS:

Cash Account	\$ 4.77
First Central CD	\$ 8,875.00
First State CD	\$ -
	<u>\$ 8,879.77</u>

Cooperative

Beginning Balance May 1, 2024	\$ (839.87)
Receipts:	\$ 4,213.63
Disbursements:	\$ 4,233.73
Closing Balance May 31, 2024	<u>\$ (859.97)</u>

ACCOUNTS:

Cash Account	\$ (859.97)
First Central CD	\$ -
First State CD	\$ -
	<u>\$ (859.97)</u>

Employee Benefit

Beginning Balance May 1, 2024	\$ 447.84
Receipts:	\$ 1.37
Disbursements:	\$ -
Closing Balance May 31, 2024	<u>\$ 449.21</u>

ACCOUNTS:

Cash Account	\$ 4.21
First Central CD	\$ 445.00
First State CD	\$ -
	<u>\$ 449.21</u>

Student Fees

Beginning Balance May 1, 2024	\$ 21,202.26
Receipts:	\$ 324.00
Disbursements:	\$ 50.00
Closing Balance May 31, 2024	<u>\$ 21,476.26</u>

ACCOUNTS:

Cash Account	\$ 21,476.26
First Central CD	\$ -
First State CD	\$ -
	<u>\$ 21,476.26</u>

School Lunch

Beginning Balance May 1, 2024	\$ 6,487.39
Receipts:	\$ 34,968.06
Disbursements:	\$ 38,277.42
Closing Balance May 31, 2024	<u>\$ 3,178.03</u>

ACCOUNTS:

Cash Account	\$ 3,178.03
First Central CD	\$ -
First State CD	\$ -
	<u>\$ 3,178.03</u>

Activities

Beginning Balance May 1, 2024	\$	156,879.72
Receipts:	\$	17,546.25
Disbursements:	\$	42,931.30
Closing Balance May 31, 2024	\$	<u>131,494.67</u>

ACCOUNTS:

Cash Account	\$	131,494.67
First Central CD	\$	-
First State CD	\$	-
	\$	<u>131,494.67</u>

Respectfully submitted:



Jennifer L. Schroeder
District 18 Treasurer

Arapahoe Public School District

Account Balance Report

September 2023 - August 2024

	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	YTD Average	Change in Balance	Aug-23
Fund Cash Accounts													
01-General	246,650	136,876	111,214	194,630	709,072	268,419	233,335	670,636	330,014	50,026	295,087	(165,628)	495,642
01-General Clearing	9,687	9,483	10,192	10,309	10,403	10,495	10,608	10,721	10,671	10,671	10,324	671	10,000
01-General Section 125	6,996	8,045	6,159	7,624	7,330	5,745	4,003	3,922	3,728	3,728	5,728	(1,386)	5,115
02-Depreciation	4	2,505	1	2	3	3	4	2	5	2	253	(14)	19
03-Employee Benefit	4	179	4	62	3	270	1	3	4	3	53	0	4
05-Activities	147,109	142,376	157,423	162,746	167,144	158,509	150,310	156,880	131,495	127,695	150,169	(20,051)	151,546
06-Nutrition	24,815	37,491	27,109	22,465	17,650	531	20,911	6,487	3,178	(8,215)	15,242	(28,969)	32,147
07-Bond	30,732	4,561	449	38,218	182,224	21,427	14,934	126,681	34,656	4	45,389	18,001	16,655
08-Building (FCB)	7,568	1,068	104	1,138	1,117	3	801	22	9	0	1,183	(19,603)	19,612
08-Building (FSB)	-	-	-	-	-	-	-	-	-	-	-	-	-
09-QC/PUF	-	-	-	-	-	-	-	-	-	-	-	-	-
10-Cooperative	-	-	-	299	(0)	14	(850)	(840)	(860)	(5,013)	(725)	(860)	-
12-Student Fee	22,369	22,264	22,212	22,150	21,946	21,301	21,304	21,202	21,476	21,476	21,770	(2,868)	24,344
Total - Cash	\$ 495,934	\$ 364,847	\$ 334,867	\$ 459,643	\$ 1,116,892	\$ 486,716	\$ 455,361	\$ 995,718	\$ 534,377	\$ 200,378	\$ 494,976	\$ (220,707)	\$ 755,084
CD Accounts													
01-General (First Central)	573,760	375,660	35,660	-	-	356,075	326,075	154,075	954,075	886,575	366,196	954,075	-
01-General (First State)	-	-	-	-	-	-	-	-	-	-	-	-	-
02-Depreciation	61,015	6,190	8,715	8,740	8,765	8,795	8,820	8,850	8,875	8,905	13,767	(51,925)	60,800
03-Employee Benefit	2,750	2,760	2,785	295	255	255	525	445	445	810	1,133	(2,675)	3,120
07-Bond	877,950	915,380	115,365	116,165	154,715	346,480	404,650	420,870	659,705	710,855	472,214	(72,655)	732,360
08-Building	235,450	243,405	245,465	62,245	63,560	49,035	49,430	50,385	50,570	50,750	110,030	(135,345)	185,915
09-QC/PUF	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - CD	\$ 1,750,925	\$ 1,543,395	\$ 407,990	\$ 187,445	\$ 227,295	\$ 760,640	\$ 789,500	\$ 634,625	\$ 1,673,670	\$ 1,657,895	\$ 875,762	\$ 691,475	\$ 982,195
Total - All	\$ 2,246,859	\$ 1,908,242	\$ 742,857	\$ 647,088	\$ 1,344,187	\$ 1,247,356	\$ 1,244,861	\$ 1,630,343	\$ 2,208,047	\$ 1,858,273	\$ 1,370,738	\$ 470,768	\$ 1,737,279

Arapahoe Public School District													
Account Balance Report by Fund													
September 2023 - August 2024													
	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	YTD Average	Change in Balance	Aug-23
01-General													
01-General Cash	248,650	136,876	111,214	194,630	709,072	268,419	233,335	670,636	330,014	50,026	295,087	(165,628)	495,642
01-General Clearing	9,687	9,483	10,192	10,309	10,403	10,495	10,608	10,721	10,671	10,671	10,324	671	10,000
01-General Section 125	6,996	8,045	6,159	7,624	7,330	5,745	4,003	3,922	3,728	3,728	5,728	(1,386)	5,115
01-General CD (First Central)	573,760	375,660	35,660	-	-	356,075	326,075	154,075	954,075	886,575	366,196	954,075	-
01-General CD (First State)	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - General	\$ 837,093	\$ 530,063	\$ 163,225	\$ 212,563	\$ 726,806	\$ 640,733	\$ 574,020	\$ 839,355	\$ 1,298,488	\$ 951,001	\$ 677,335	\$ 787,732	\$ 510,757
02-Depreciation													
02-Depreciation Cash	4	2,505	1	2	3	3	4	2	5	2	253	(14)	19
02-Depreciation CD	61,015	6,190	8,715	8,740	8,765	8,795	8,820	8,850	8,875	8,905	13,767	(51,925)	60,800
Total - Depreciation	\$ 61,019	\$ 8,695	\$ 8,716	\$ 8,742	\$ 8,768	\$ 8,798	\$ 8,824	\$ 8,852	\$ 8,880	\$ 8,907	\$ 14,020	\$ (51,939)	\$ 60,819
03-Employee Benefit													
03-Employee Benefit Cash	4	179	4	62	3	270	1	3	4	3	53	0	4
03-Employee Benefit CD	2,750	2,760	2,785	2,95	255	255	525	445	445	810	1,133	(2,875)	3,120
Total - Employee Benefit	\$ 2,754	\$ 2,939	\$ 2,789	\$ 357	\$ 258	\$ 525	\$ 526	\$ 448	\$ 449	\$ 813	\$ 1,186	\$ (2,875)	\$ 3,124
05-Activities													
05-Activities Cash	147,109	142,376	157,423	162,746	167,144	158,509	150,310	156,880	131,495	127,695	150,169	(20,051)	151,546
Total - Activities	\$ 147,109	\$ 142,376	\$ 157,423	\$ 162,746	\$ 167,144	\$ 158,509	\$ 150,310	\$ 156,880	\$ 131,495	\$ 127,695	\$ 150,169	\$ (20,051)	\$ 151,546
06-Nutrition													
06-Nutrition Cash	24,815	37,491	27,109	22,465	17,650	531	20,911	6,487	3,178	(8,215)	15,242	(28,969)	32,147
Total - Nutrition	\$ 24,815	\$ 37,491	\$ 27,109	\$ 22,465	\$ 17,650	\$ 531	\$ 20,911	\$ 6,487	\$ 3,178	\$ (8,215)	\$ 15,242	\$ (28,969)	\$ 32,147
07-Bond													
07-Bond Cash	30,732	4,561	449	38,218	182,224	21,427	14,834	126,681	34,656	4	46,389	18,001	16,655
07-Bond CD	877,950	915,380	115,365	116,165	154,715	346,480	404,650	420,870	659,705	710,855	472,214	(72,655)	732,360
Total - Bond	\$ 908,682	\$ 919,941	\$ 115,814	\$ 154,383	\$ 336,939	\$ 367,907	\$ 419,564	\$ 547,551	\$ 694,361	\$ 710,859	\$ 517,602	\$ (54,654)	\$ 749,015
08-Building													
08-Building Cash (FCB)	7,568	1,068	104	1,138	1,117	3	801	22	9	0	1,183	(19,603)	19,612
08-Building Cash (FSB)	-	-	-	-	-	-	-	-	-	-	-	-	-
08-Building CD	235,450	243,405	245,465	62,245	63,560	49,035	49,430	50,385	50,570	50,750	110,030	(135,345)	185,915
Total - Building	\$ 243,018	\$ 244,473	\$ 245,569	\$ 63,383	\$ 64,677	\$ 49,038	\$ 50,231	\$ 50,407	\$ 50,579	\$ 50,750	\$ 111,213	\$ (154,946)	\$ 205,527
09-OCPUF													
09-OCPUF Cash	-	-	-	-	-	-	-	-	-	-	-	-	-
09-OCPUF CD	-	-	-	-	-	-	-	-	-	-	-	-	-
Total - OCPUF	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
10-Cooperative													
10-CooperativeCash	-	-	-	299	(0)	14	(850)	(840)	(860)	(5,013)	(725)	(860)	-
Total - Cooperative	\$ -	\$ -	\$ -	\$ 299	\$ (0)	\$ 14	\$ (850)	\$ (840)	\$ (860)	\$ (5,013)	\$ (725)	\$ (860)	\$ -
12-Student Fee													
12-Student Fee Cash	22,369	22,264	22,212	22,150	21,946	21,301	21,304	21,202	21,476	21,476	21,770	(2,868)	24,344
Total - Student Fee	\$ 22,369	\$ 22,264	\$ 22,212	\$ 22,150	\$ 21,946	\$ 21,301	\$ 21,304	\$ 21,202	\$ 21,476	\$ 21,476	\$ 21,770	\$ (2,868)	\$ 24,344
Total - All	\$ 2,246,859	\$ 1,908,242	\$ 742,857	\$ 647,088	\$ 1,344,187	\$ 1,247,356	\$ 1,244,861	\$ 1,630,343	\$ 2,208,047	\$ 1,858,273	\$ 1,507,811	\$ 470,768	\$ 1,737,279

**Arapahoe Public School District
Receipt / Expenditure Report
September 2023 - August 2024**

	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	YTD Average	YTD Actual	YTD Budget	% Remaining	Over Budget / (Under Budget)
Receipts															
01-General	760,938	126,545	82,908	528,183	947,086	326,664	391,554	659,912	1,007,061	76,288	490,714	4,907,137	5,270,732	6.90%	(363,595)
02-Depreciation	200	6,176	21	27	25	220	31	28	27	27	659	6,588	358,500	98.16%	(351,912)
03-Employee Benefit	10	185	9	9	220	266	1	2	1	364	107	1,067	5,025	78.77%	(3,958)
05-Activities	20,813	18,575	37,079	33,603	36,145	9,680	9,443	24,204	17,546	908	20,750	207,466	230,000	9.78%	(22,504)
06-Nutrition	24,224	48,680	27,409	20,812	17,361	20,405	51,737	18,866	34,968	84	26,455	264,545	384,241	31.15%	(119,696)
07-Bond	159,667	11,260	4,268	38,569	182,566	30,988	51,676	127,968	208,416	18,498	83,185	831,845	883,250	5.82%	(51,405)
08-Building (FCB)	39,923	2,766	1,095	1,893	1,284	653	1,194	175	172	171	4,873	48,727	5,000	-874.54%	43,727
08-Building (FSB)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
09-OCPUF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10-Cooperative	4,371	4,203	4,505	4,485	3,884	4,218	3,370	4,204	4,214	-	3,745	37,454	60,000	37.58%	(22,546)
12-Student Fee	30	-	-	129	-	-	25	63	324	-	57	571	5,000	88.59%	(4,430)
Total Receipts	\$ 1,009,077	\$ 218,378	\$ 157,294	\$ 627,709	\$ 1,188,571	\$ 392,884	\$ 509,026	\$ 835,421	\$ 1,272,730	\$ 94,340	\$ 630,543	\$ 6,305,429	\$ 7,201,748	12.45%	\$ (896,319)
Expenditures															
01-General	434,602	453,575	449,746	478,845	432,843	412,737	458,266	394,577	547,928	423,776	446,689	4,466,393	6,190,632	27.84%	(1,723,739)
02-Depreciation	-	58,500	-	-	-	-	-	-	-	-	5,850	58,500	419,318	86.05%	(360,818)
03-Employee Benefit	380	-	159	2,441	318	-	-	80	-	-	338	3,378	8,149	58.55%	(4,772)
05-Activities	24,750	23,308	22,032	28,280	31,747	18,314	17,642	17,634	42,931	4,707	23,135	231,347	385,009	39.91%	(153,662)
06-Nutrition	31,556	36,004	37,790	25,456	22,175	37,524	31,357	33,290	38,277	11,477	30,491	304,907	411,500	25.90%	(106,593)
07-Bond	-	-	808,395	-	-	-	-	-	61,806	-	87,000	870,001	1,739,466	49.98%	(869,465)
08-Building (FCB)	1,832	1,300	-	184,079	-	16,292	-	-	-	-	20,350	203,503	206,409	1.41%	(2,906)
08-Building (FSB)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
09-OCPUF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
10-Cooperative	4,371	4,203	4,505	4,186	4,184	4,204	4,234	4,194	4,234	4,153	4,247	42,487	60,000	29.22%	(17,533)
12-Student Fee	2,005	105	52	192	204	645	22	164	50	-	344	3,438	29,239	88.24%	(25,801)
Total Expenditures	\$ 499,496	\$ 558,985	\$ 1,322,679	\$ 723,478	\$ 491,471	\$ 489,716	\$ 511,521	\$ 449,939	\$ 695,027	\$ 444,113	\$ 618,443	\$ 6,184,435	\$ 9,449,722	34.55%	\$ (3,265,288)

Additional Information:													
General Fund Only	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total Sep- Dec	Total Jan- Aug	Total Sep- Aug
Frontier County Taxes Coll'd	5,674	789	3	-	22,644	6,386	7	23,182	10,054	-	\$ 68,739	\$ 62,273	\$ 68,739
Furnas County Taxes Coll'd	475,234	24,456	4,405	58,758	458,719	37,029	81,410	263,757	581,878	34,361	\$ 2,020,008	\$ 1,457,154	\$ 2,020,008
Gosper County Taxes Coll'd	179,771	9,915	267	99,254	271,984	21,381	16,380	72,950	254,467	24,580	\$ 950,049	\$ 660,842	\$ 950,049
Interest on REPP Frontier Co. Taxes Coll'd	-	-	-	-	-	-	-	11	-	-	\$ 11	\$ 11	\$ 11
Interest on REPP Furnas Co. Taxes Coll'd	215	536	195	175	1,824	610	1,541	14	458	218	\$ 5,788	\$ 4,666	\$ 5,788
Interest on REPP Gosper Co. Taxes Coll'd	12	159	7	661	256	-	311	-	85	200	\$ 1,681	\$ 852	\$ 1,681
Carline Taxes (All Counties)	730	-	-	-	-	-	-	-	2,901	-	\$ 3,632	\$ 2,901	\$ 3,632
Motor Vehicle Taxes (All Counties)	22,026	12,915	10,885	13,179	14,042	66,900	12,789	14,705	14,550	12,128	\$ 99,005	\$ 135,114	\$ 194,119
Fines & Licenses (All Counties)	1,375	2,085	1,704	2,009	1,991	1,669	1,649	15	2,566	1,187	\$ 7,173	\$ 9,078	\$ 16,250
Homestead (All Counties)	-	-	-	-	-	673	9,895	5,284	5,284	673	\$ 15,853	\$ 21,810	\$ 21,810
Prop/Pers Prop. Tax Credit (All Counties)	-	-	-	-	-	80,454	100,931	156,893	4,472	-	\$ 318,257	\$ 322,729	\$ 322,729
Pro Rate MV (All Counties)	-	1,124	24	-	1,772	39	3,283	-	67	-	\$ 1,148	\$ 5,161	\$ 6,309
State Aid	58,637	58,637	58,637	58,637	58,637	58,637	58,637	58,637	58,637	-	\$ 527,733	\$ 293,185	\$ 527,733
SPED SA Reimb FY 22-23 (Approx. 43%)	-	-	-	59,019	59,196	59,408	59,598	56,929	59,200	-	\$ 353,350	\$ 294,331	\$ 353,350
Apportionment (School Land)	-	-	-	-	49,717	-	-	-	-	-	\$ 49,717	\$ 49,717	\$ 49,717
Inter-Fund Loan	-	-	-	180,000	-	-	-	-	-	-	\$ 180,000	\$ -	\$ 180,000
All other receipts	17,264	15,928	6,780	56,489	6,905	13,488	48,406	4,551	12,440	2,941	\$ 96,451	\$ 88,739	\$ 165,201
Total Taxes Coll'd	680,680	35,160	4,676	156,012	752,747	64,796	97,796	359,589	846,389	58,942	\$ 868,528	\$ 2,180,269	\$ 3,036,797
Expenditures-Payroll/Benefits	354,508	349,949	356,827	349,991	346,037	352,407	346,859	343,928	345,997	322,461	\$ 3,468,933	\$ 2,057,669	\$ 3,468,933
Expenditures-All Other	80,094	83,626	92,919	128,884	86,806	60,329	111,407	50,649	201,931	101,315	\$ 385,523	\$ 612,438	\$ 997,961
Inter-Fund Loan Repayment XXXXXX	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	\$ -
Running Balance	\$ 837,093	\$ 530,063	\$ 163,225	\$ 212,563	\$ 726,806	\$ 640,733	\$ 574,020	\$ 839,355	\$ 1,298,488	\$ 951,001			
\$													
* Cash on Hand as of 8/31/23	510,757												
Number of Months the District could operate with the monthly cash balances based on average expenditures of \$400k	2.09	1.33	0.41	0.53	1.82	1.60	1.44	2.10	3.25	2.38			
Nutrition Fund Only	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Total Sep- Dec	Total Jan- Aug	Total Sep- Aug
State of NE Reimb	13,556	15,871	15,522	16,166	12,598	16,218	32,808	15,506	17,410	-	\$ 155,655	\$ 94,539	\$ 155,655
Xir from General Fund	-	20,000	-	-	-	-	15,000	-	15,000	-	\$ 50,000	\$ 30,000	\$ 50,000
All other receipts	10,668	12,809	11,887	4,645	4,763	4,187	3,929	3,361	2,568	84	\$ 40,009	\$ 18,881	\$ 58,890
Expenditures-Payroll/Benefits	12,405	11,522	11,817	12,513	9,733	10,755	10,777	9,984	12,459	8,669	\$ 110,634	\$ 62,377	\$ 110,634
Expenditures-All Other	19,152	24,482	25,973	12,943	12,442	26,769	20,579	23,306	25,818	2,808	\$ 82,550	\$ 111,724	\$ 194,274
Running Balance	\$ 24,815	\$ 37,491	\$ 27,109	\$ 22,465	\$ 17,650	\$ 551	\$ 20,911	\$ 6,487	\$ 3,178	\$ (8,215)			
\$													
* Cash on Hand as of 8/31/23	32,147												
Number of Months the District could operate with the monthly cash balances based on average expenditures of \$32.5K	0.76	1.15	0.83	0.69	0.54	0.02	0.64	0.20	0.10	(0.25)			

Arapahoe Public School District #18

Cash Receipts Customer History Report - May 2024

Customer Name				
1 - Furnas County Treasurer				
Batch No.	Receipt No.	Date	Description	Amount
004358	00002	5/10/2024	Carline (Bond)	\$699.13
004357	00003	5/10/2024	Carline (Gen)	\$2,901.45
004357	00004	5/10/2024	Fines (Gen)	\$1,431.80
004359	00001	5/10/2024	Interest / Penalties (Bldg)	\$0.98
004358	00001	5/10/2024	Interest / Penalties (Bond)	\$3.97
004357	00002	5/10/2024	Interest / Penalties (Gen)	\$16.72
004357	00001	5/10/2024	MV (Gen)	\$13,181.42
004359	00002	5/10/2024	Taxes (Bldg)	\$8.64
004358	00003	5/10/2024	Taxes (Bond)	\$119,330.75
004357	00005	5/10/2024	Taxes (Gen)	\$495,237.00
004405	00003	5/23/2024	Fines (Gen)	\$659.51
004406	00002	5/23/2024	Homestead (Bond)	\$1,111.04
004405	00002	5/23/2024	Homestead (Gen)	\$4,610.93
004407	00001	5/23/2024	Interest / Penalties (Bldg)	\$1.85
004406	00001	5/23/2024	Interest / Penalties (Bond)	\$100.29
004405	00001	5/23/2024	Interest / Penalties (Gen)	\$441.66
004407	00002	5/23/2024	Taxes (Bldg)	\$5.43
004406	00003	5/23/2024	Taxes (Bond)	\$20,858.69
004405	00004	5/23/2024	Taxes (Gen)	\$86,640.88
Sub Total				\$747,242.14

Customer Name				
10 - State of NE-Lunch				
Batch No.	Receipt No.	Date	Description	Amount
004412	00003	5/20/2024	Breakfast FY 2024 (Nut)	\$2,687.95
004412	00004	5/20/2024	Lunch-Sect 4 6cent FY2024 (Nut)	\$396.48
004412	00002	5/20/2024	Lunch-Section 11 FY 2024 (Nut)	\$12,343.10
004412	00001	5/20/2024	Lunch-Section 4 FY 2024 (Nut)	\$1,982.40
Sub Total				\$17,409.93

Customer Name				
11 - State of NE-SPED				
Batch No.	Receipt No.	Date	Description	Amount
004413	00001	5/29/2024	SPED SA FFR Reimb 22-23 (Gen)	\$59,200.00
Sub Total				\$59,200.00

Customer Name				
2 - Gosper County Treasurer				
Batch No.	Receipt No.	Date	Description	Amount
004360	00004	5/8/2024	Fines (Gen)	\$272.69
004361	00001	5/8/2024	Homestead (Bond)	\$162.22
004360	00003	5/8/2024	Homestead (Gen)	\$673.24
004360	00002	5/8/2024	Liquor Licenses (Gen)	\$60.59
004360	00001	5/8/2024	MV (Gen)	\$1,289.15
004361	00002	5/8/2024	Taxes (Bond)	\$52,267.89

004360	00005	5/8/2024	Taxes (Gen)	\$216,917.15
004403	00002	5/20/2024	Fines (Gen)	\$134.18
004404	00001	5/20/2024	Interest / Penalties (Bond)	\$20.54
004403	00001	5/20/2024	Interest / Penalties (Gen)	\$85.29
004404	00002	5/20/2024	Taxes (Bond)	\$9,047.98
004403	00003	5/20/2024	Taxes (Gen)	\$37,550.01
Sub Total				\$318,480.93

Customer Name
3 - Frontier County Treasurer

Batch No.	Receipt No.	Date	Description	Amount
004416	00004	5/29/2024	Fines (Gen)	\$7.54
004416	00001	5/29/2024	MV (Gen)	\$79.38
004417	00002	5/29/2024	Pro-Rate MV (Bond)	\$16.20
004416	00003	5/29/2024	Pro-Rate MV (Gen)	\$67.22
004417	00001	5/29/2024	Tax Credit (Bond)	\$1,077.56
004416	00002	5/29/2024	Tax Credit (Gen)	\$4,472.01
004417	00003	5/29/2024	Taxes (Bond)	\$2,422.65
004416	00005	5/29/2024	Taxes (Gen)	\$10,054.22
Sub Total				\$18,196.78

Customer Name
5 - State of Nebraska-State Aid

Batch No.	Receipt No.	Date	Description	Amount
004423	00001	5/31/2024	State Aid (Gen)	\$58,637.00
Sub Total				\$58,637.00

Customer Name
7 - First Central Bank

Batch No.	Receipt No.	Date	Description	Amount
004367	00001	5/15/2024	CD Int (Bldg)	\$155.30
004368	00001	5/15/2024	CD Int (Bond)	\$1,297.20
004369	00001	5/15/2024	CD Int (Dep)	\$27.28
004370	00001	5/15/2024	CD Int (Emp Ben)	\$1.37
004366	00001	5/15/2024	CD Int (Gen)	\$474.89
004425	00001	5/31/2024	Interest (Gen)	\$6.01
Sub Total				\$1,962.05

Customer Name
8 - Various / Miscellaneous

Batch No.	Receipt No.	Date	Description	Amount
004364	00001	5/1/2024	eFunds (Nut)	\$100.00
004365	00001	5/1/2024	Sysco Rebate (Nut)	\$44.78
004353	00001	5/7/2024	B. Lentz-Bowling Jacket (Act)	\$30.00
004354	00001	5/7/2024	Goshert-Reimb APS-Food (Nut)	\$56.44
004353	00002	5/7/2024	M. Breinig-Bowling Jacket (Act)	\$30.00
004355	00001	5/7/2024	PK (Gen)	\$1,270.00
004363	00001	5/8/2024	eFunds (Nut)	\$20.00
004362	00001	5/9/2024	eFunds (Nut)	\$30.00
004356	00001	5/9/2024	Journalism - Yearbook Sales	\$90.00
004356	00002	5/9/2024	Journalism - Yearbook Sales	\$20.00
004356	00003	5/9/2024	Journalism - Yearbook Sales	\$125.00

004356	00004	5/9/2024	Journalism - Yearbook Sales	\$90.00
004409	00001	5/13/2024	eFunds (Nut)	\$10.00
004410	00001	5/14/2024	eFunds (Nut)	\$30.00
004408	00004	5/15/2024	Breinig, P-FSA (Sect 125)	\$170.00
004408	00005	5/15/2024	Eman, K-FSA (Sect 125)	\$99.00
004408	00001	5/15/2024	Helms, K-DCA (Sect 125)	\$375.00
004408	00006	5/15/2024	Monie, L-FSA (Sect 125)	\$150.00
004408	00007	5/15/2024	Perez, R-FSA (Sect 125)	\$254.16
004408	00002	5/15/2024	Rawson, M-DCA (Sect 125)	\$416.66
004408	00003	5/15/2024	Thomas, H-DCA (Sect 125)	\$416.66
004411	00001	5/16/2024	eFunds (Nut)	\$20.00
004373	00001	5/17/2024	Bierock Sales-Vocal NY Trip (Act)	\$231.00
004378	00001	5/17/2024	Chocolate Bar Box-Aryanna Tracy (Act)	\$60.00
004377	00003	5/17/2024	Chocolate Bar Box-Clayton North (Act)	\$60.00
004377	00001	5/17/2024	Chocolate Bar Box-Noah Williams (Act)	\$60.00
004377	00002	5/17/2024	Chocolate Bar Box-William Cacy (Act)	\$60.00
004382	00001	5/17/2024	Corbin, S-BCBS (Gen-Clrng)	\$5.90
004382	00012	5/17/2024	Corbin, S-Vision (Gen-Clrng)	\$2.89
004382	00002	5/17/2024	Deisley, K-BCBS (Gen-Clrng)	\$5.90
004381	00001	5/17/2024	Donation to FCCLA for National Competition (Act)	\$620.00
004376	00002	5/17/2024	FFA Greenhouse FR-Profit (Act)	\$2,353.25
004376	00001	5/17/2024	FFA Greenhouse FR-Start Cash (Act)	\$300.00
004375	00001	5/17/2024	GBB Raffle (Act)	\$6,100.00
004382	00013	5/17/2024	Goshert, B-Vision (Gen-Clrng)	\$5.42
004382	00009	5/17/2024	Hilker, S-BCBS (Gen-Clrng)	\$29.54
004382	00010	5/17/2024	Jones, J-BCBS (Gen-Clrng)	\$11.81
004382	00003	5/17/2024	Lambert, J-BCBS (Gen-Clrng)	\$5.90
004382	00014	5/17/2024	Lambert, J-Vision (Gen-Clrng)	\$2.89
004372	00001	5/17/2024	Lions Club Sale-Vocal NY Trip (Act)	\$544.00
004382	00004	5/17/2024	Maaske, C-BCBS (Gen-Clrng)	\$5.90
004382	00015	5/17/2024	Maaske, C-Vision (Gen-Clrng)	\$2.89
004379	00001	5/17/2024	QB Shirt-L. Rathbun (Act)	\$20.00
004371	00001	5/17/2024	Sale of 2008 Chevy Van to Elliot Hoefs (Gen)	\$2,400.00
004382	00005	5/17/2024	Sitorius, S-BCBS (Gen-Clrng)	\$5.90
004382	00016	5/17/2024	Sitorius, S-Vision (Gen-Clrng)	\$2.89
004382	00006	5/17/2024	Weatherwax, Lesli-BCBS (Gen-Clrng)	\$16.65
004382	00017	5/17/2024	Weatherwax, Lesli-Vision (Gen-Clrng)	\$8.89
004382	00008	5/17/2024	Weatherwax, L-Insurance-May (Gen-Clrng)	\$1,231.73
004382	00007	5/17/2024	Weatherwax, Lynze-BCBS (Gen-Clrng)	\$5.90
004382	00018	5/17/2024	Weatherwax, Lynze-Vision (Gen-Clrng)	\$2.89
004383	00001	5/17/2024	Xfr to Nut Fund from Gen Fund (Nut)	\$15,000.00
004380	00001	5/17/2024	Youth GBB Camp (Act)	\$885.00
004374	00001	5/17/2024	Youth VB Camp (Act)	\$260.00
004385	00001	5/20/2024	Cheer FR during Elementary Field Day (Act)	\$416.00
004384	00001	5/20/2024	Yearbook Sale-Haiden Garey (Act)	\$35.00
004388	00004	5/22/2024	4/29/24-5/6/24 Meal Deposit (Nut)	\$269.75
004388	00003	5/22/2024	4/29/24-5/6/24 Sales (Nut)	\$51.65
004388	00012	5/22/2024	5/14/24-5/15/24 Meal Deposit (Nut)	\$24.10
004388	00010	5/22/2024	5/14/24-5/15/24 Sales (Nut)	\$22.95
004388	00013	5/22/2024	5/16/24 Meal Deposit (Nut)	\$125.00
004388	00006	5/22/2024	5/7/24-5/8/24 Meal Deposit (Nut)	\$30.25
004388	00005	5/22/2024	5/7/24-5/8/24 Sales (Nut)	\$12.50

004388	00009	5/22/2024	5/9/24-5/13/24 Meal Deposit (Nut)	\$56.60
004388	00007	5/22/2024	5/9/24-5/13/24 Sales (Nut)	\$33.75
004387	00001	5/22/2024	Cheer Camp Registrations (Act)	\$320.00
004388	00008	5/22/2024	Donation (Nut)	\$0.35
004388	00011	5/22/2024	Donation (Nut)	\$0.65
004388	00002	5/22/2024	Goshert-Reimb APS for Food Purch'd (Nut)	\$11.79
004386	00001	5/22/2024	Sale of 2007 Chevy Van to McCorkle Auto Sales (Gen)	\$2,000.00
004388	00001	5/22/2024	Shearer-Reimb APS for Food Purch'd (Nut)	\$31.19
004399	00003	5/23/2024	Band Book-Abigail Helms (Act)	\$12.00
004399	00005	5/23/2024	Band Book-Alaina Leising (Act)	\$12.00
004399	00004	5/23/2024	Band Book-Alex Durk (Act)	\$44.00
004396	00003	5/23/2024	Band Book-Bobbie Dunn (Act)	\$19.00
004396	00009	5/23/2024	Band Book-Connor Tracy (Act)	\$19.00
004396	00007	5/23/2024	Band Book-Cydney Carlson (Act)	\$12.00
004396	00010	5/23/2024	Band Book-Daniel Castro (Act)	\$19.00
004396	00004	5/23/2024	Band Book-Grayson Sheneman (Act)	\$12.00
004396	00002	5/23/2024	Band Book-Harper Sisson (Act)	\$12.00
004396	00005	5/23/2024	Band Book-JJ Vann (Act)	\$12.00
004396	00006	5/23/2024	Band Book-Kinzee Kettleborough (Act)	\$19.00
004396	00012	5/23/2024	Band Book-Macala Franssen (Act)	\$12.00
004396	00001	5/23/2024	Band Book-Makenna Barber (Act)	\$12.00
004396	00011	5/23/2024	Band Book-Natalie Breinig (Act)	\$12.00
004396	00008	5/23/2024	Band Book-Quinton Sitorius (Act)	\$12.00
004399	00002	5/23/2024	Band Book-Rheanna Metzger (Act)	\$12.00
004393	00005	5/23/2024	Bowling Jacket-Andres Castro (Act)	\$30.00
004393	00003	5/23/2024	Bowling Jacket-Molly Elliott (Act)	\$30.00
004393	00007	5/23/2024	Bowling Jersey-Lael Rathbun (Act)	\$50.00
004402	00001	5/23/2024	Buttercup Bakes (Gen)	\$16.87
004391	00001	5/23/2024	City of Arapahoe-(4) Tobacco Licenses (Gen)	\$40.00
004391	00002	5/23/2024	City of Arapahoe-(6) Liquor Licenses (Gen)	\$1,230.00
004398	00003	5/23/2024	Computer Charger-Aliyah Melhus (Stud Fee)	\$20.00
004398	00002	5/23/2024	Computer Charger-Dani Holcomb (Stud Fee)	\$20.00
004398	00006	5/23/2024	Computer Charger-Daniel Castro (Stud Fee)	\$20.00
004398	00004	5/23/2024	Computer Charger-Hayden Sich (Stud Fee)	\$20.00
004398	00005	5/23/2024	Computer Charger-Keyler Klein (Stud Fee)	\$20.00
004398	00001	5/23/2024	Computer Charger-Kinzee Kettleborough (Stud Fee)	\$15.00
004398	00007	5/23/2024	Computer Charger-Sabrina Jacobsen (Stud Fee)	\$20.00
004394	00001	5/23/2024	Computer Repair-Broken Screen-Chris Hermes (Stud Fee)	\$129.00
004400	00001	5/23/2024	Instrument Rental-Rheanna Metzger (Stud Fee)	\$60.00
004392	00002	5/23/2024	Library Book Fee (Gen)	\$10.00
004392	00003	5/23/2024	Library Book Fee-Alex Diaz (Gen)	\$21.00
004392	00004	5/23/2024	Library Book Fee-Alex Durk (Gen)	\$5.00
004392	00005	5/23/2024	Library Book Fee-Kara Loganbill (Gen)	\$6.00
004392	00001	5/23/2024	Library Book Fee-Laura Campbell (Gen)	\$11.00
004397	00001	5/23/2024	Library Book Fee-Tayler Helms (Gen)	\$18.00
004392	00006	5/23/2024	Library Book Fee-Tiki Stonerook (Gen)	\$5.00
004393	00004	5/23/2024	NHD-Andres Castro (Act)	\$67.18
004389	00001	5/23/2024	PK (Gen)	\$492.00
004390	00001	5/23/2024	PK (Gen)	\$192.00
004393	00006	5/23/2024	Quiz Bowl Shirt-Andres Castro (Act)	\$2.82
004395	00002	5/23/2024	Replace Lock-Jacen Smith (Gen)	\$5.00
004395	00001	5/23/2024	Replace Lock-Taylor Jones (Gen)	\$5.00

004393	00001	5/23/2024	Replace TV-Comfort Suites-National FFA-Chris Hermes (Act)	\$450.00
004401	00001	5/23/2024	Track Shorts-Emma Strand (Act)	\$40.00
004401	00002	5/23/2024	Track Shorts-Madison Deisley (Act)	\$40.00
004393	00002	5/23/2024	Wrestling Fight Shorts-Wyatt Soncksen (Act)	\$75.00
004399	00001	5/23/2024	Wrestling Warm Up Top-Drew Hermes (Act)	\$85.00
004419	00001	5/29/2024	Cambridge Public School-Jeff Spaulding (Coop)	\$4,213.63
004420	00001	5/29/2024	ESU-Perkins Reimb-C. Hambidge NCE Conference (Gen)	\$300.00
004414	00001	5/29/2024	GBB Camp (Act)	\$30.00
004414	00002	5/29/2024	GBB Raffle (Act)	\$25.00
004421	00005	5/29/2024	McCarty's-Yogurt Donation (Nut)	\$1,472.52
004415	00001	5/29/2024	S. Hilker-Reimb APS for Food Purch'd (Nut)	\$103.86
004418	00001	5/29/2024	SV-Odell Reimb-Becker (Gen)	\$696.93
004422	00001	5/31/2024	Wrestling Camps (Act)	\$3,660.00
Sub Total				\$51,601.18
Grand Total				\$1,272,730.01

**Arapahoe Public School District
Check Payments by Fund Report
June 14, 2024**

Fund	Amount	Percent
01-General (Claims)	\$ 101,314.82	23.06%
01-General (Payroll & Benefits)	\$ 322,460.83	73.39%
02-Depreciation	\$ -	
03-Employee Benefit	\$ -	
06-Nutrition (Claims)	\$ 2,807.84	0.64%
06-Nutrition (Payroll & Benefits)	\$ 8,669.34	1.97%
07-Bond	\$ -	
08-Building (FCB)	\$ -	
08-Building (FSB)	\$ -	
09-QCPUF	\$ -	
10-Cooperative (Payroll & Benefits)	\$ 4,022.68	0.92%
10-Cooperative (Claims)	\$ 130.65	0.03%
12-Student Fee	\$ -	
Total Claims	\$ 104,253.31	23.73%
Total Payroll	\$ 335,152.85	76.27%
Total Claims & Payroll	\$ 439,406.16	

* A motion is needed to approve the claims including the General Fund, Nutrition Fund, and Cooperative Fund totaling \$439,406.16.

* Whipple abstaining from Claim No. 37770 to Arapahoe Telephone Company (ATC) for \$362.36.

* Schutz abstaining from Claim No. 37793 to Hemelstrand's for \$522.39.

Arapahoe Public School District #18

Check Listing Report 06/14/2024

Check Date	Check Number	Payee	Amount
06/14/2024	PR	Payroll & Benefits	\$335,152.85
06/14/2024	37767	Ag Valley Cooperative Non-Stock	\$2,967.81
06/14/2024	37768	Amazon Capital Services	\$2,368.76
06/14/2024	37769	Arapahoe Utilities	\$6,614.86
06/14/2024	37770	ATC Communications	\$362.36
06/14/2024	37771	Black Hills Energy	\$715.89
06/14/2024	37772	Blick Art Materials	\$272.45
06/14/2024	37773	Breinig Farms Inc.	\$40.00
06/14/2024	37774	CAMAS Publishing, LLC	\$266.35
06/14/2024	37775	Cash-Wa Distributing Company of Kearney, Inc.	\$1,219.17
06/14/2024	37776	CDW Government	\$53.18
06/14/2024	37777	Culligan of McCook	\$295.00
06/14/2024	37778	D & D Service	\$373.13
06/14/2024	37779	D & N	\$187.50
06/14/2024	37780	Discount School Supply	\$47.84
06/14/2024	37781	District 18 Activities Fund	\$17,142.85
06/14/2024	37782	District 18 Nutrition Fund	\$148.00
06/14/2024	37783	Dollar General	\$82.55
06/14/2024	37784	Eakes Office Solutions	\$833.89
06/14/2024	37785	Educational Service Unit Coordinating Council	\$142.68
06/14/2024	37786	Essential Screens	\$200.00
06/14/2024	37787	ESU #10	\$874.90
06/14/2024	37788	ESU #11	\$41,423.21
06/14/2024	37789	First Central Bank	\$10.80
06/14/2024	37790	Follett Content Solutions, LLC	\$2,151.22
06/14/2024	37791	GUMDROP Books	\$464.25
06/14/2024	37792	HD Supply	\$988.37
06/14/2024	37793	Hemelstrand's Inc.	\$474.42
06/14/2024	37794	Holiday Inn	\$134.95
06/14/2024	37795	Hometown Leasing	\$1,698.34
06/14/2024	37796	Innovative Office Solutions, LLC	\$16.70
06/14/2024	37797	J.W. PEPPER & SON, INC	\$43.49
06/14/2024	ACH	Jeffery A Spaulding	\$261.30
06/14/2024	37798	Johnson Fitness & Wellness	\$662.80
06/14/2024	37799	KSB School Law, PC, LLO	\$1,500.00
06/14/2024	37800	Lakeshore	\$166.72
06/14/2024	37801	Mighty Ducts	\$575.00
06/14/2024	37802	Nebraska Association of School Boards (NASB)	\$185.00
06/14/2024	37803	One Source the Background Check Company	\$42.50
06/14/2024	37804	PowerSchool Group LLC	\$5,126.46
06/14/2024	37805	Quadient	\$500.00
06/14/2024	37806	Realityworks	\$4,471.55
06/14/2024	37807	River Valley Services, LLC	\$215.00
06/14/2024	37808	School Specialty, LLC	\$1,956.75
06/14/2024	ACH	Schutz Jennifer A OTR-L	\$3,694.35
06/14/2024	37809	State Line Awards & Custom Design	\$46.00
06/14/2024	ACH	U.S. Bank	\$651.63
06/14/2024	37810	US Foods	\$601.79
06/14/2024	37811	Village Uniform	\$500.98
06/14/2024	37812	Wagner's Supermarket, Inc.	\$18.79
06/14/2024	37813	WOODWARD'S DISPOSAL SERVICE, INC.	\$40.00
06/14/2024	37814	Yanda's Music & Pro Audio	\$421.77
Sub Total			\$439,406.16

Arapahoe Public School District #18

Check Listing Report 06/14/2024

Check Date	Check Number	Payee	Description	Amount
06/14/2024	PR	Payroll & Benefits	Payroll & Benefits	\$335,152.85
06/14/2024	37767	Ag Valley Cooperative Non-Stock	Fuel	\$2,967.81
06/14/2024	37768	Amazon Capital Services	Drews-Tripod, Mini Projector, Lightning to HDMI Adapter	\$269.93
06/14/2024	37768	Amazon Capital Services	Franssen-Philips Lightbulbs (60)	\$206.54
06/14/2024	37768	Amazon Capital Services	Klein-Library Books	\$61.97
06/14/2024	37768	Amazon Capital Services	Leising-Binders (24-25)	\$265.60
06/14/2024	37768	Amazon Capital Services	Leising-Refund on missing binders	(\$35.20)
06/14/2024	37768	Amazon Capital Services	S. Huxoll-(8) Heavy Duty Solid Steel Wire 5-Tier Shelving Units	\$1,599.92
06/14/2024	37769	Arapahoe Utilities	Electricity; Water & Sewer; Trash	\$6,614.86
06/14/2024	37770	ATC Communications	Local Phone	\$362.36
06/14/2024	37771	Black Hills Energy	Gas	\$715.89
06/14/2024	37772	Blick Art Materials	Picquet-Art Supplies (24-25)	\$183.00
06/14/2024	37772	Blick Art Materials	Picquet-Art Supplies (24-25)	\$89.45
06/14/2024	37773	Breinig Farms Inc.	Franssen-Mount & Dismount 2 Tires (Grasshopper Mower)	\$40.00
06/14/2024	37774	CAMAS Publishing, LLC	5/13 Claims	\$114.15
06/14/2024	37774	CAMAS Publishing, LLC	5/13 Minutes	\$143.42
06/14/2024	37774	CAMAS Publishing, LLC	5/13 Regular Board Meeting Notice	\$8.78
06/14/2024	37775	Cash-Wa Distributing Company of Kearney, Inc.	Food (Summer Food Program)	\$542.61
06/14/2024	37775	Cash-Wa Distributing Company of Kearney, Inc.	Food; Supplies; Milk (Supply Chain Assistance)	\$676.56
06/14/2024	37776	CDW Government	Monie-Toner	\$53.18
06/14/2024	37777	Culligan of McCook	Cups, Rent	\$295.00
06/14/2024	37778	D & D Service	'19A Chevy Midbus-Replace HVAC Control Unit in Dash	\$373.13
06/14/2024	37779	D & N	5/15 (3) Hunter Ultra Spray Pop Up Sprinklers; 5/20 Rodded sewer 75' between JH locker rooms & got rid of gurgle	\$187.50
06/14/2024	37780	Discount School Supply	K. Helms-Translucent Bears, Wood Pattern Block Set (24-25)	\$47.84
06/14/2024	37781	District 18 Activities Fund	Cover cost for sponsor to take students to NHD competition-Summer 2023	\$1,030.15
06/14/2024	37781	District 18 Activities Fund	Cover Yearbook Costs	\$16,112.70
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Carson Harmon	\$12.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Cooper tenBensel	\$12.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Gemma Groff	\$6.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Jack Snyder	\$36.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Jaden Otte	\$6.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Josephine Sharp	\$36.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Phoebe Leising	\$6.00
06/14/2024	37782	District 18 Nutrition Fund	Apply remaining PK balance to lunch account - Russel Gardner	\$6.00
06/14/2024	37782	District 18 Nutrition Fund	Teammates Meals-May	\$28.00
06/14/2024	37783	Dollar General	Picquet-Plates, Qtips, Ziploc Bags, Storage Totes (24-25)	\$82.55
06/14/2024	37784	Eakes Office Solutions	Cold Laminator, Laminating Film	\$543.09

06/14/2024	37784	Eakes Office Solutions	Huxoll, S-5/29 Preventative Maintenance on 20" Autoscrubber-Inspected batteries & brush deck, hoses & filters, cleaned. Recommended charging batteries every month when not in use.	\$145.40
06/14/2024	37784	Eakes Office Solutions	Huxoll, S-5/29 Preventative Maintenance on Riding Autoscrubber-Inspected batteries & brush deck, hoses & filters, squeegee assembly, cleaned.	\$145.40
06/14/2024	37785	Educational Service Unit Coordinating Council	Proofpoint Renewal 2024-2025 (Antiphishing Service, Staff Training)	\$142.68
06/14/2024	37786	Essential Screens	DOT Consortium Fee	\$200.00
06/14/2024	37787	ESU #10	Deaf Ed / SPED Supervision	\$874.90
06/14/2024	37788	ESU #11	HAL-Semester 2; Q3 Inservices	\$2,432.37
06/14/2024	37788	ESU #11	Q3 Services	\$38,990.84
06/14/2024	37789	First Central Bank	5/13/24 Payroll CD	\$10.80
06/14/2024	37790	Follett Content Solutions, LLC	Klein-Library Books	\$406.57
06/14/2024	37790	Follett Content Solutions, LLC	Klein-Library Books	\$1,339.44
06/14/2024	37790	Follett Content Solutions, LLC	Klein-Spanish Books for Library	\$405.21
06/14/2024	37791	GUMDROP Books	Klein-Library Books	\$227.65
06/14/2024	37791	GUMDROP Books	Klein-Library Books	\$236.60
06/14/2024	37792	HD Supply	Kronhofman-Antiseptic Spray; S. Huxoll-Vacuum Cleaners	\$973.18
06/14/2024	37792	HD Supply	Strand-Vertical File Folder (24-25)	\$15.19
06/14/2024	37793	Hemelstrand's Inc.	Custodial/Maintenance-Supplies, Repairs, Maintenance; FFA-Potting Soil	\$474.42
06/14/2024	37794	Holiday Inn	C. Hambidge-NCE Conference-Hotel (Perkins)	\$134.95
06/14/2024	37795	Hometown Leasing	Copier Lease Pmt 048	\$1,698.34
06/14/2024	37796	Innovative Office Solutions, LLC	V. Leising-Pencils (24-25); Kronhofman-Liquid Bandages (24-25)	\$16.70
06/14/2024	37797	J.W. PEPPER & SON, INC	Sharp-Music Filing Boxes	\$43.49
06/14/2024	ACH	Jeffery A Spaulding	Mileage Reimbursement-May 2024	\$261.30
06/14/2024	37798	Johnson Fitness & Wellness	Preventative Maintenance on Weight Room Equipment	\$662.80
06/14/2024	37799	KSB School Law, PC, LLO	2024 KSB Annual Policy Update Fee	\$1,500.00
06/14/2024	37800	Lakeshore	24-25 Supplies: Henderson, Mues, K. Helms, Schutz	\$166.72
06/14/2024	37801	Mighty Ducts	Kitchen Exhaust Cleaning	\$575.00
06/14/2024	37802	Nebraska Association of School Boards (NASB)	School Leaders & Law Conference-Erick Lee	\$185.00
06/14/2024	37803	One Source the Background Check Company	Background Checks - May	\$42.50
06/14/2024	37804	PowerSchool Group LLC	2024-25 PowerSchool SIS Hosting, Maintenance, Support, SSL Certificate	\$5,126.46
06/14/2024	37805	Quadient	Postage	\$500.00
06/14/2024	37806	Realityworks	C. Hambidge-Bovine Breeder Artificial Insemination Simulator (Perkins)	\$4,471.55
06/14/2024	37807	River Valley Services, LLC	Camera Sewer Line (Kitchen Grease Drain)	\$215.00
06/14/2024	37808	School Specialty, LLC	A. Huxoll-Origami Paper (24-25); L. Schutz-Pencils (24-25); S. Huxoll-(8) Tables (24-25)	\$1,713.19
06/14/2024	37808	School Specialty, LLC	B. Mues-Lemon Juice, Food Coloring, Dry Erase Boards & Markers, Balloons, Stickers (24-25)	\$230.37
06/14/2024	37808	School Specialty, LLC	B. Mues-Potting Soil (24-25)	\$13.19
06/14/2024	ACH	Schutz Jennifer A OTR-L	OT-May	\$3,694.35
06/14/2024	37809	State Line Awards & Custom Design	B. Drews-Retirement Plaques (P. Breinig, J. Stagemeyer)	\$46.00
06/14/2024	ACH	U.S. Bank	J. Stagemeyer-Kearney Childrens Museum-Kindergarten Field Trip	\$125.00
06/14/2024	ACH	U.S. Bank	Klein-Walmart-AR End of Year Party Snacks/Supplies	\$33.23
06/14/2024	ACH	U.S. Bank	Kronhofman-Caseys-Fuel-State Track	\$65.48

06/14/2024	ACH	U.S. Bank	Perez-Sehnert's Bakery-Rolls for Retirement Celebrations	\$79.92
06/14/2024	ACH	U.S. Bank	Schutz-Common Scents Nursery-1st Grade Field Trip	\$135.00
06/14/2024	ACH	U.S. Bank	Spaulding-Quizizz Annual Subscription (5/18/24-5/18/25)	\$144.00
06/14/2024	ACH	U.S. Bank	Wendland-Hastings Museum-6th Grade Field Trip	\$69.00
06/14/2024	37810	US Foods	Food; S. Hilker-Food purch'd will reimb AHPS	\$673.35
06/14/2024	37810	US Foods	Refund-Damaged Product-Oranges	(\$49.40)
06/14/2024	37810	US Foods	Refund-Spoiled Product-Cucumber	(\$22.16)
06/14/2024	37811	Village Uniform	Aprons / Bar Towels / Mats	\$90.94
06/14/2024	37811	Village Uniform	Aprons / Bar Towels / Mats	\$90.94
06/14/2024	37811	Village Uniform	Mops / Mats	\$159.55
06/14/2024	37811	Village Uniform	Mops / Mats	\$159.55
06/14/2024	37812	Wagner's Supermarket, Inc.	Felix-Food/Supplies (Life Skills)	\$24.29
06/14/2024	37812	Wagner's Supermarket, Inc.	Felix-Food/Supplies Refund for returned items (Life Skills)	(\$5.50)
06/14/2024	37813	WOODWARD'S DISPOSAL SERVICE, INC.	Shredding	\$40.00
06/14/2024	37814	Yanda's Music & Pro Audio	Sharp-(2) Alto Sax Mouthpieces; (1) Triangle Holder; (3) Percussion Marching Sticks; (1) Balter; Clarinet Reeds; Alto Sax Reeds; Marching Tenor Drumhead 8", 10", 12", 13"; Drumhead 12", 13", 16"; Resonant Drumhead 12", 13", 16"; (2) Alto Sax Ligatures	\$421.77
Sub Total				\$439,406.16

Arapahoe Public School District #18

Check Payments By Fund Report 06/14/2024

Sorted By	Description				
Fund	General Fund				
Check Number	Check Date	Payee	Account Code	Reason	Amount
ACH	6/14/2024	403b	01-941-000	Liability Payment	\$5,637.32
37754	6/14/2024	AFLAC	01-941-000	Liability Payment	\$2,752.31
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02630-626-001-0000	Custodial/Maintenance-Fuel	\$81.12
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02630-626-002-0000	Custodial/Maintenance-Fuel	\$99.14
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Diesel	\$90.53
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Diesel	\$110.86
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Fuel	\$666.76
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Fuel	\$814.96
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02710-626-001-0000	Propane	\$497.08
37767	6/14/2024	Ag Valley Cooperative Non-Stock	01-2-02710-626-002-0000	Propane	\$607.56
37768	6/14/2024	Amazon Capital Services	01-2-02320-610-001-0000	Drews-Tripod, Mini Projector, Lightning to HDMI Adapter	\$121.47
37768	6/14/2024	Amazon Capital Services	01-2-02320-610-002-0000	Drews-Tripod, Mini Projector, Lightning to HDMI Adapter	\$148.46
37768	6/14/2024	Amazon Capital Services	01-2-02610-610-001-0000	Franssen-Philips Lightbulbs (60)	\$92.94
37768	6/14/2024	Amazon Capital Services	01-2-02610-610-002-0000	Franssen-Philips Lightbulbs (60)	\$113.60
37768	6/14/2024	Amazon Capital Services	01-2-02220-640-002-0128	Klein-Library Books	\$61.97
37768	6/14/2024	Amazon Capital Services	01-2-01100-610-001-0112	Leising-Binders (24-25)	\$265.60
37768	6/14/2024	Amazon Capital Services	01-2-01100-610-001-0112	Leising-Refund on missing binders	(\$35.20)
37768	6/14/2024	Amazon Capital Services	01-2-02610-610-001-0000	S. Huxoll-(8) Heavy Duty Solid Steel Wire 5-Tier Shelving Units	\$1,599.92
37769	6/14/2024	Arapahoe Utilities	01-2-02610-621-001-0000	Electricity	\$2,553.15
37769	6/14/2024	Arapahoe Utilities	01-2-02610-621-002-0000	Electricity	\$3,120.54
37769	6/14/2024	Arapahoe Utilities	01-2-02610-420-001-0000	Trash	\$235.91
37769	6/14/2024	Arapahoe Utilities	01-2-02610-420-002-0000	Trash	\$288.35
37769	6/14/2024	Arapahoe Utilities	01-2-02610-410-001-0000	Water & Sewer	\$187.60
37769	6/14/2024	Arapahoe Utilities	01-2-02610-410-002-0000	Water & Sewer	\$229.31
37770	6/14/2024	ATC Communications	01-2-02580-530-001-0000	Local Phone	\$163.07
37770	6/14/2024	ATC Communications	01-2-02580-530-002-0000	Local Phone	\$199.29
ACH	6/14/2024	Banner Capital Bank	01-941-000	Liability Payment	\$385.84
ACH	6/14/2024	Banner JSpaulding	01-941-000	Liability Payment	\$150.05
37771	6/14/2024	Black Hills Energy	01-2-02610-621-001-0000	Gas	\$322.15
37771	6/14/2024	Black Hills Energy	01-2-02610-621-002-0000	Gas	\$393.74
37772	6/14/2024	Blick Art Materials	01-2-01100-610-001-0113	Picquet-(24-25) Charcoal Sticks, Graphite Pencils	\$40.25
37772	6/14/2024	Blick Art Materials	01-2-01100-610-002-0113	Picquet-(24-25) Charcoal Sticks, Graphite Pencils	\$49.20
37772	6/14/2024	Blick Art Materials	01-2-01100-610-001-0113	Picquet-(24-25) Watercolor Paper	\$82.34
37772	6/14/2024	Blick Art Materials	01-2-01100-610-002-0113	Picquet-(24-25) Watercolor Paper	\$100.66
37755	6/14/2024	Blue Cross Blue Shield of Nebraska	01-941-000	Liability Payment	\$57,802.33
37773	6/14/2024	Breinig Farms Inc.	01-2-02640-431-001-0000	Franssen-Mount & Dismount 2 Tires (Grasshopper Mower)	\$17.99
37773	6/14/2024	Breinig Farms Inc.	01-2-02640-431-002-0000	Franssen-Mount & Dismount 2 Tires (Grasshopper Mower)	\$22.01
37774	6/14/2024	CAMAS Publishing, LLC	01-2-02560-540-001-0000	5/13 Claims	\$51.39
37774	6/14/2024	CAMAS Publishing, LLC	01-2-02560-540-002-0000	5/13 Claims	\$62.76
37774	6/14/2024	CAMAS Publishing, LLC	01-2-02560-540-001-0000	5/13 Minutes	\$64.54
37774	6/14/2024	CAMAS Publishing, LLC	01-2-02560-540-002-0000	5/13 Minutes	\$78.88
37774	6/14/2024	CAMAS Publishing, LLC	01-2-02560-540-001-0000	5/13 Regular Board Meeting Notice	\$3.95
37774	6/14/2024	CAMAS Publishing, LLC	01-2-02560-540-002-0000	5/13 Regular Board Meeting Notice	\$4.83
37776	6/14/2024	CDW Government	01-2-02120-610-001-0000	Monie-Toner	\$23.93
37776	6/14/2024	CDW Government	01-2-02120-610-002-0000	Monie-Toner	\$29.25
37757	6/14/2024	CREDIT MANAGEMENT-BF	01-941-000	Liability Payment	\$447.32
37756	6/14/2024	CREDIT MANAGEMENT-DO	01-941-000	Liability Payment	\$323.26
37759	6/14/2024	CREDIT MANAGEMENT-JL	01-941-000	Liability Payment	\$245.15
37758	6/14/2024	CREDIT MANAGEMENT-SC	01-941-000	Liability Payment	\$26.29
37777	6/14/2024	Culligan of McCook	01-2-02610-410-001-0000	Rent	\$29.25
37777	6/14/2024	Culligan of McCook	01-2-02610-410-002-0000	Rent	\$35.75
37778	6/14/2024	D & D Service	01-2-02730-431-001-0000	'19A Chevy Midbus-Replace HVAC Control Unit in Dash	\$167.98
37778	6/14/2024	D & D Service	01-2-02730-431-002-0000	'19A Chevy Midbus-Replace HVAC Control Unit in Dash	\$205.15
37779	6/14/2024	D & N	01-2-02630-431-001-0000	5/15 (3) Hunter Ultra Spray Pop Up Sprinklers	\$10.13
37779	6/14/2024	D & N	01-2-02630-431-002-0000	5/15 (3) Hunter Ultra Spray Pop Up Sprinklers	\$12.37

37779	6/14/2024	D & N	01-2-02610-431-001-0000	5/20 Rodded sewer 75' between JH locker rooms & got rid of gurgle	\$74.25
37779	6/14/2024	D & N	01-2-02610-431-002-0000	5/20 Rodded sewer 75' between JH locker rooms & got rid of gurgle	\$90.75
ACH	6/14/2024	Department Of Revenue	01-941-000	Liability Payment	\$6,453.86
37780	6/14/2024	Discount School Supply	01-2-01100-610-002-0108	K. Helms-Translucent Bears, Wood Pattern Block Set (24-25)	\$47.84
37781	6/14/2024	District 18 Activities Fund	01-2-01100-580-001-0121	Cover cost for sponsor to take students to NHD competition-Summer 2023	\$1,030.15
37781	6/14/2024	District 18 Activities Fund	01-2-01100-610-001-0121	Cover Yearbook Costs	\$16,112.70
37762	6/14/2024	District 18 General Fund	01-941-000	Liability Payment	\$1,671.95
37761	6/14/2024	District 18 General Fund Clearing	01-941-000	Liability Payment	\$77.80
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Carson Harmon	\$12.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Cooper tenBensel	\$12.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Gemma Groff	\$6.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Jack Snyder	\$36.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Jaden Ote	\$6.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Josephine Sharp	\$36.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Phoebe Leising	\$6.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-01190-890-002-0000	Apply remaining PK balance to lunch account - Russel Gardner	\$6.00
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-001-0000	Drew tenBensel-May	\$2.25
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-002-0000	Drew tenBensel-May	\$2.75
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-001-0000	George Probasco-May	\$2.07
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-002-0000	George Probasco-May	\$2.53
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-001-0000	Jennifer Einspahr-May	\$2.07
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-002-0000	Jennifer Einspahr-May	\$2.53
37760	6/14/2024	District 18 Nutrition Fund	01-941-000	Liability Payment	\$9.20
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-001-0000	Robyn Hermes-May	\$2.07
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-002-0000	Robyn Hermes-May	\$2.53
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-001-0000	Ruth Christensen-May	\$4.14
37782	6/14/2024	District 18 Nutrition Fund	01-2-02320-890-002-0000	Ruth Christensen-May	\$5.06
ACH	6/14/2024	District 18 Section 125 Acct	01-941-000	Liability Payment	\$1,881.48
37783	6/14/2024	Dollar General	01-2-01100-610-001-0113	Picquet-Plates, Qtips, Ziploc Bags, Storage Totes (24-25)	\$37.15
37783	6/14/2024	Dollar General	01-2-01100-610-002-0113	Picquet-Plates, Qtips, Ziploc Bags, Storage Totes (24-25)	\$45.40
37784	6/14/2024	Eakes Office Solutions	01-2-01100-610-001-0000	Cold Laminator, Laminating Film	\$244.39
37784	6/14/2024	Eakes Office Solutions	01-2-01100-610-002-0000	Cold Laminator, Laminating Film	\$298.70
37784	6/14/2024	Eakes Office Solutions	01-2-02640-431-001-0000	Huxoll, S-5/29 Preventative Maintenance on 20" Autoscrubber-Inspected batteries & brush deck, hoses & filters, cleaned. Recommended charging batteries every month when not in use.	\$65.43
37784	6/14/2024	Eakes Office Solutions	01-2-02640-431-002-0000	Huxoll, S-5/29 Preventative Maintenance on 20" Autoscrubber-Inspected batteries & brush deck, hoses & filters, cleaned. Recommended charging batteries every month when not in use.	\$79.97
37784	6/14/2024	Eakes Office Solutions	01-2-02640-431-001-0000	Huxoll, S-5/29 Preventative Maintenance on Riding Autoscrubber-Inspected batteries & brush deck, hoses & filters, squeegee assembly, cleaned.	\$65.43
37784	6/14/2024	Eakes Office Solutions	01-2-02640-431-002-0000	Huxoll, S-5/29 Preventative Maintenance on Riding Autoscrubber-Inspected batteries & brush deck, hoses & filters, squeegee assembly, cleaned.	\$79.97
37785	6/14/2024	Educational Service Unit Coordinating Council	01-2-02213-810-001-0000	Proofpoint Renewal 2024-2025 (Antiphishing Service, Staff Training)	\$64.21
37785	6/14/2024	Educational Service Unit Coordinating Council	01-2-02213-810-002-0000	Proofpoint Renewal 2024-2025 (Antiphishing Service, Staff Training)	\$78.47
ACH	6/14/2024	EFTPS	01-941-000	Liability Payment	\$46,227.95
37786	6/14/2024	Essential Screens	01-2-02710-810-001-0000	DOT Consortium Fee	\$90.00
37786	6/14/2024	Essential Screens	01-2-02710-810-002-0000	DOT Consortium Fee	\$110.00
37787	6/14/2024	ESU #10	01-2-02151-591-001-0000	Deaf Ed	\$283.09
37787	6/14/2024	ESU #10	01-2-02151-591-002-0000	Deaf Ed	\$565.19
37787	6/14/2024	ESU #10	01-2-01200-591-001-0000	SPED Supervision	\$26.82
37788	6/14/2024	ESU #11	01-2-01100-810-001-0114	3/5 Science PLC-Pierce, Gunderson	\$50.00
37788	6/14/2024	ESU #11	01-2-02120-810-001-0000	4/16 Counselor Meeting-Monie, Breinig	\$25.14
37788	6/14/2024	ESU #11	01-2-02120-810-002-0000	4/16 Counselor Meeting-Monie, Breinig	\$30.73
37788	6/14/2024	ESU #11	01-2-03535-890-002-0000	HAL-Semester 2	\$2,326.50
37788	6/14/2024	ESU #11	01-2-01291-591-002-0000	Q3 Early Childhood Services	\$7,701.56

37788	6/14/2024	ESU #11	01-2-01292-591-002-0000	Q3 Early Childhood Services	\$405.35
37788	6/14/2024	ESU #11	01-2-01200-591-001-0000	Q3 Program Supervision	\$991.37
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	Q3 Program Supervision	\$1,211.66
37788	6/14/2024	ESU #11	01-2-01200-591-001-0000	Q3 Resource Services	\$2,427.62
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	Q3 Resource Services	\$6,909.39
37788	6/14/2024	ESU #11	01-2-01291-591-002-0000	Q3 Resource Services	\$811.91
37788	6/14/2024	ESU #11	01-2-02151-591-001-0000	Q3 Speech Services	\$2,543.88
37788	6/14/2024	ESU #11	01-2-02151-591-002-0000	Q3 Speech Services	\$9,019.23
37788	6/14/2024	ESU #11	01-2-02152-591-002-0000	Q3 Speech Services	\$3,651.51
37788	6/14/2024	ESU #11	01-2-01200-591-001-0000	Q3 Transition Services	\$2,174.36
37788	6/14/2024	ESU #11	01-2-01200-591-001-0000	SRS - Student Record System	\$446.85
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	SRS - Student Record System	\$546.15
37788	6/14/2024	ESU #11	01-2-01200-591-001-0000	TIP Day w/ NDE-Amy Huxoll	\$25.00
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	TIP Day w/ NDE-Ben Ellis	\$25.00
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	TIP Day w/ NDE-Elizabeth Klein	\$25.00
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	TIP Day w/ NDE-Heidi Thomas	\$25.00
37788	6/14/2024	ESU #11	01-2-01200-591-002-0000	TIP Day w/ NDE-Katie Helms	\$25.00
37788	6/14/2024	ESU #11	01-2-01200-591-001-0000	TIP Day w/ NDE-Rudy Perez	\$25.00
37789	6/14/2024	First Central Bank	01-2-02510-351-001-0000	5/13/24 Payroll CD	\$4.85
37789	6/14/2024	First Central Bank	01-2-02510-351-002-0000	5/13/24 Payroll CD	\$5.95
ACH	6/14/2024	First State Bank-Holdrege RDrews	01-941-000	Liability Payment	\$635.84
37790	6/14/2024	Follett Content Solutions, LLC	01-2-02220-640-002-0128	Klein-Library Books	\$1,746.01
37790	6/14/2024	Follett Content Solutions, LLC	01-2-01150-640-002-0128	Klein-Spanish Books for Library	\$405.21
37791	6/14/2024	GUMDROP Books	01-2-02220-640-002-0128	Klein-Library Books	\$464.25
37792	6/14/2024	HD Supply	01-2-02610-610-001-0000	S. Huxoll-Vacuum Cleaners (24-25)	\$437.93
37792	6/14/2024	HD Supply	01-2-02610-610-002-0000	S. Huxoll-Vacuum Cleaners (24-25)	\$535.25
37792	6/14/2024	HD Supply	01-2-01100-610-001-0124	Strand-Vertical File Folder (24-25)	\$15.19
37793	6/14/2024	Hemelstrand's Inc.	01-2-02610-610-001-0000	Franssen-Caulk, Threadlock, Drill Bits, Zip Ties, Tape, Plug Ins, Anchors, Lags, Washers, Grease, Oil, Utility Hooks, Bungees, Cord Storage	\$108.11
37793	6/14/2024	Hemelstrand's Inc.	01-2-02610-610-002-0000	Franssen-Caulk, Threadlock, Drill Bits, Zip Ties, Tape, Plug Ins, Anchors, Lags, Washers, Grease, Oil, Utility Hooks, Bungees, Cord Storage	\$132.09
37793	6/14/2024	Hemelstrand's Inc.	01-2-02630-610-001-0000	Mulch, Roundup	\$105.40
37793	6/14/2024	Hemelstrand's Inc.	01-2-02630-610-002-0000	Mulch, Roundup	\$128.82
37794	6/14/2024	Holiday Inn	01-2-06700-580-001-0000	C. Hambidge-NCE Conference-Hotel (Perkins)	\$134.95
37795	6/14/2024	Hometown Leasing	01-2-02230-443-001-0000	Copier Lease Pmt 048	\$764.25
37795	6/14/2024	Hometown Leasing	01-2-02230-443-002-0000	Copier Lease Pmt 048	\$934.09
37796	6/14/2024	Innovative Office Solutions, LLC	01-2-01100-610-001-0112	V. Leising-Pencils (24-25)	\$16.70
37797	6/14/2024	J.W. PEPPER & SON, INC	01-2-01100-610-001-0111	Sharp-Music Filing Boxes	\$43.49
ACH	6/14/2024	Jeffery A Spaulding	01-2-01100-333-001-0000	Mileage Reimbursement-May 2024	\$130.65
37798	6/14/2024	Johnson Fitness & Wellness	01-2-01100-350-001-0000	Preventative Maintenance on Weight Room Equipment	\$662.80
37799	6/14/2024	KSB School Law, PC, LLO	01-2-02330-317-001-0000	2024 KSB Annual Policy Update Fee	\$674.76
37799	6/14/2024	KSB School Law, PC, LLO	01-2-02330-317-002-0000	2024 KSB Annual Policy Update Fee	\$825.24
37800	6/14/2024	Lakeshore	01-2-01100-610-002-0105	Henderson-Paper Money (24-25)	\$37.99
37800	6/14/2024	Lakeshore	01-2-01100-610-002-0108	K. Helms-Word Family Readers (24-25)	\$47.49
37800	6/14/2024	Lakeshore	01-2-01100-610-002-0106	Mues-Scissor Centers, Glue (24-25)	\$64.57
37800	6/14/2024	Lakeshore	01-2-01100-610-002-0102	Schutz-Pencils, Construction Paper (24-25)	\$16.67
ACH	6/14/2024	MCBOOK JS	01-941-000	Liability Payment	\$773.34
37802	6/14/2024	Nebraska Association of School Boards (NASB)	01-2-02310-810-001-0000	School Leaders & Law Conference-Erick Lee	\$83.25
37802	6/14/2024	Nebraska Association of School Boards (NASB)	01-2-02310-810-002-0000	School Leaders & Law Conference-Erick Lee	\$101.75
ACH	6/14/2024	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	01-941-000	Liability Payment	\$41,644.26
37803	6/14/2024	One Source the Background Check Company	01-2-02510-810-001-0000	Larson, Victoria - Background Check	\$3.15
37803	6/14/2024	One Source the Background Check Company	01-2-02510-810-002-0000	Larson, Victoria - Background Check	\$3.85
37803	6/14/2024	One Source the Background Check Company	01-2-02510-810-001-0000	Moore, Jacob - Background Check	\$15.98
37803	6/14/2024	One Source the Background Check Company	01-2-02510-810-002-0000	Moore, Jacob - Background Check	\$19.52
37804	6/14/2024	PowerSchool Group LLC	01-2-02510-643-001-0000	2024-25 PowerSchool SIS Hosting	\$924.07
37804	6/14/2024	PowerSchool Group LLC	01-2-02510-643-002-0000	2024-25 PowerSchool SIS Hosting	\$1,129.41
37804	6/14/2024	PowerSchool Group LLC	01-2-02510-643-001-0000	2024-25 PowerSchool SIS Hosting SSL Certificate	\$250.38
37804	6/14/2024	PowerSchool Group LLC	01-2-02510-643-002-0000	2024-25 PowerSchool SIS Hosting SSL Certificate	\$306.01
37804	6/14/2024	PowerSchool Group LLC	01-2-02510-643-001-0000	2024-25 PowerSchool SIS Maintenance & Support	\$1,132.47
37804	6/14/2024	PowerSchool Group LLC	01-2-02510-643-002-0000	2024-25 PowerSchool SIS Maintenance & Support	\$1,384.12
ACH	6/14/2024	PR Dir Deposit	01-941-000	Liability Payment	\$146,488.89
37764	6/14/2024	Principal Life Insurance Company-Disability	01-941-000	Liability Payment	\$2,296.13

37763	6/14/2024	Principal Life Insurance Company-Vision	01-941-000	Liability Payment	\$452.27
37805	6/14/2024	Quadient	01-2-02560-531-001-0000	Postage	\$225.00
37805	6/14/2024	Quadient	01-2-02560-531-002-0000	Postage	\$275.00
37806	6/14/2024	Realllyworks	01-2-06700-610-001-0118	C. Hambidge-Bovine Breeder Artificial Insemination Simulator (Perkins)	\$4,471.55
37807	6/14/2024	River Valley Services, LLC	01-2-02610-431-001-0000	Camera Sewer Line (Kitchen Grease Drain)	\$96.75
37807	6/14/2024	River Valley Services, LLC	01-2-02610-431-002-0000	Camera Sewer Line (Kitchen Grease Drain)	\$118.25
37808	6/14/2024	School Specialty, LLC	01-2-01200-610-001-0119	A. Huxoll-Origami Paper (24-25)	\$15.58
37808	6/14/2024	School Specialty, LLC	01-2-01100-610-002-0106	B. Mues-Lemon Juice, Food Coloring, Dry Erase Boards & Markers, Balloons, Stickers (24-25)	\$230.37
37808	6/14/2024	School Specialty, LLC	01-2-01100-610-002-0106	B. Mues-Potting Soil (24-25)	\$13.19
37808	6/14/2024	School Specialty, LLC	01-2-01100-610-002-0102	L. Schutz-Pencils (24-25)	\$7.26
37808	6/14/2024	School Specialty, LLC	01-2-02610-610-001-0000	S. Huxoll-(8) Tables (24-25)	\$760.66
37808	6/14/2024	School Specialty, LLC	01-2-02610-610-002-0000	S. Huxoll-(8) Tables (24-25)	\$929.69
ACH	6/14/2024	Schutz Jennifer A OTR-L	01-2-02161-320-001-0000	OT-May	\$452.79
ACH	6/14/2024	Schutz Jennifer A OTR-L	01-2-02161-320-002-0000	OT-May	\$2,208.87
ACH	6/14/2024	Schutz Jennifer A OTR-L	01-2-02162-320-002-0000	OT-May	\$680.40
ACH	6/14/2024	Schutz Jennifer A OTR-L	01-2-02163-320-002-0000	OT-May	\$352.29
37809	6/14/2024	State Line Awards & Custom Design	01-2-02320-610-001-0000	B. Drews-Retirement Plaques (P. Breinig, J. Stagemeyer)	\$20.70
37809	6/14/2024	State Line Awards & Custom Design	01-2-02320-610-002-0000	B. Drews-Retirement Plaques (P. Breinig, J. Stagemeyer)	\$25.30
ACH	6/14/2024	U.S. Bank	01-2-01100-810-002-0101	J. Stagemeyer-Kearney Childrens Museum-Kindergarten Field Trip	\$125.00
ACH	6/14/2024	U.S. Bank	01-2-02220-610-002-0128	Klein-Walmart-AR End of Year Party Snacks/Supplies	\$33.23
ACH	6/14/2024	U.S. Bank	01-2-02710-626-001-0000	Kronhofman-Caseys-Fuel-State Track	\$65.48
ACH	6/14/2024	U.S. Bank	01-2-02320-890-001-0000	Perez-Sehnert's Bakery-Rolls for Retirement Celebrations	\$35.96
ACH	6/14/2024	U.S. Bank	01-2-02320-890-002-0000	Perez-Sehnert's Bakery-Rolls for Retirement Celebrations	\$43.96
ACH	6/14/2024	U.S. Bank	01-2-01100-810-002-0102	Schutz-Common Scents Nursery-1st Grade Field Trip	\$135.00
ACH	6/14/2024	U.S. Bank	01-2-01100-810-001-0125	Spaulding-Quizizz Annual Subscription (5/18/24-5/18/25)	\$144.00
ACH	6/14/2024	U.S. Bank	01-2-01100-810-002-0107	Wendland-Hastings Museum-6th Grade Field Trip	\$69.00
ACH	6/14/2024	UB&T AHuxoll	01-941-000	Liability Payment	\$435.84
ACH	6/14/2024	UB&T BMues	01-941-000	Liability Payment	\$335.84
ACH	6/14/2024	UB&T CHAMBIDGE	01-941-000	Liability Payment	\$181.61
ACH	6/14/2024	UB&T CHelms	01-941-000	Liability Payment	\$144.11
ACH	6/14/2024	UB&T CHilker	01-941-000	Liability Payment	\$335.84
ACH	6/14/2024	UB&T DKronhofman	01-941-000	Liability Payment	\$194.11
ACH	6/14/2024	UB&T EPearson	01-941-000	Liability Payment	\$335.84
ACH	6/14/2024	UB&T HThomas	01-941-000	Liability Payment	\$787.34
ACH	6/14/2024	UB&T JPierce	01-941-000	Liability Payment	\$119.11
ACH	6/14/2024	UB&T JStrand	01-941-000	Liability Payment	\$385.84
ACH	6/14/2024	UB&T KDelsley	01-941-000	Liability Payment	\$219.11
ACH	6/14/2024	UB&T KHelms	01-941-000	Liability Payment	\$335.84
ACH	6/14/2024	UB&T KKrejdl	01-941-000	Liability Payment	\$219.11
ACH	6/14/2024	UB&T KSpaulding	01-941-000	Liability Payment	\$335.84
ACH	6/14/2024	UB&T LCrosley	01-941-000	Liability Payment	\$250.11
ACH	6/14/2024	UB&T LSchutz	01-941-000	Liability Payment	\$250.11
ACH	6/14/2024	UB&T LWeatherwax	01-941-000	Liability Payment	\$119.11
ACH	6/14/2024	UB&T LyWeatherwax	01-941-000	Liability Payment	\$119.11
ACH	6/14/2024	UB&T MRawson	01-941-000	Liability Payment	\$485.84
ACH	6/14/2024	UB&T MWendland	01-941-000	Liability Payment	\$250.11
ACH	6/14/2024	UB&T PBlackmore	01-941-000	Liability Payment	\$119.11
ACH	6/14/2024	UB&T RStagemeyer	01-941-000	Liability Payment	\$119.11
37811	6/14/2024	Village Uniform	01-2-02610-420-001-0000	Mops / Mats	\$143.58
37811	6/14/2024	Village Uniform	01-2-02610-420-002-0000	Mops / Mats	\$175.52
37812	6/14/2024	Wagner's Supermarket, Inc.	01-2-01200-610-001-0119	Felix-Food/Supplies (Life Skills)	\$24.29
37812	6/14/2024	Wagner's Supermarket, Inc.	01-2-01200-610-001-0119	Felix-Food/Supplies Refund for returned items (Life Skills)	(\$5.50)
37813	6/14/2024	WOODWARD'S DISPOSAL SERVICE, INC.	01-2-02610-420-001-0000	Shredding	\$18.00
37813	6/14/2024	WOODWARD'S DISPOSAL SERVICE, INC.	01-2-02610-420-002-0000	Shredding	\$22.00
37814	6/14/2024	Yanda's Music & Pro Audio	01-2-01100-610-001-0111	Sharp-(2) Alto Sax Mouthpieces; (1) Triangle Holder; (3) Percussion Marching Sticks; (1) Balter; Clarinet Reeds; Alto Sax Reeds; Marching Tenor Drumhead 8", 10", 12", 13"; Drumhead 12", 13", 16"; Resonant Drumhead 12", 13", 16"; (2) Alto Sax Ligatures	\$421.77
Sub Total					\$423,775.65

Sorted By	Description				
Fund	School Nutrition Fund				
Check Number	Check Date	Payee	Account Code	Reason	Amount
37754	6/14/2024	AFLAC	06-941-000	Liability Payment	\$40.59
37755	6/14/2024	Blue Cross Blue Shield of Nebraska	06-941-000	Liability Payment	\$1,654.78
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-610-001-0000	Disposable Forks & Spoons	\$51.71
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-610-002-0000	Disposable Forks & Spoons	\$63.22
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0000	Food	\$216.96
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0000	Food	\$265.17
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0000	Food (Summer Food Program)	\$244.18
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0000	Food (Summer Food Program)	\$298.43
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-001-0002	Milk (Supply Chain Assistance)	\$35.77
37775	6/14/2024	Cash-Wa Distributing Company of Kearney, Inc.	06-2-03100-630-002-0002	Milk (Supply Chain Assistance)	\$43.73
37777	6/14/2024	Culligan of McCook	06-2-03100-610-001-0000	Cups	\$103.50
37777	6/14/2024	Culligan of McCook	06-2-03100-610-002-0000	Cups	\$126.50
ACH	6/14/2024	Department Of Revenue	06-941-000	Liability Payment	\$85.15
37761	6/14/2024	District 18 General Fund Clearing	06-941-000	Liability Payment	\$32.55
37760	6/14/2024	District 18 Nutrition Fund	06-941-000	Liability Payment	\$4.60
ACH	6/14/2024	EFTPS	06-941-000	Liability Payment	\$1,041.36
37801	6/14/2024	Mighty Ducts	06-2-03100-431-001-0000	Kitchen Exhaust Cleaning	\$258.75
37801	6/14/2024	Mighty Ducts	06-2-03100-431-002-0000	Kitchen Exhaust Cleaning	\$316.25
ACH	6/14/2024	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	06-941-000	Liability Payment	\$988.00
ACH	6/14/2024	PR Dir Deposit	06-941-000	Liability Payment	\$4,719.76
37764	6/14/2024	Principal Life Insurance Company-Disability	06-941-000	Liability Payment	\$92.02
37763	6/14/2024	Principal Life Insurance Company-Vision	06-941-000	Liability Payment	\$10.53
37810	6/14/2024	US Foods	06-2-03100-630-001-0000	Food	\$256.27
37810	6/14/2024	US Foods	06-2-03100-630-002-0000	Food	\$313.22
37810	6/14/2024	US Foods	06-2-03100-630-001-0000	Refund-Damaged Product-Oranges	(\$22.24)
37810	6/14/2024	US Foods	06-2-03100-630-002-0000	Refund-Damaged Product-Oranges	(\$27.16)
37810	6/14/2024	US Foods	06-2-03100-630-001-0000	Refund-Spoiled Product-Cucumber	(\$9.98)
37810	6/14/2024	US Foods	06-2-03100-630-002-0000	Refund-Spoiled Product-Cucumber	(\$12.18)
37810	6/14/2024	US Foods	06-2-03100-890-001-0000	S. Hilker-Food purch'd will reimb AHPS	\$46.75
37810	6/14/2024	US Foods	06-2-03100-890-002-0000	S. Hilker-Food purch'd will reimb AHPS	\$57.11
37811	6/14/2024	Village Uniform	06-2-03100-610-001-0000	Aprons / Bar Towels / Mats	\$81.84
37811	6/14/2024	Village Uniform	06-2-03100-610-002-0000	Aprons / Bar Towels / Mats	\$100.04
Sub Total					\$11,477.18

Sorted By	Description				
Fund	Cooperative				
Check Number	Check Date	Payee	Account Code	Reason	Amount
ACH	6/14/2024	Banner JSpaulding	10-941-000	Liability Payment	\$150.06
37755	6/14/2024	Blue Cross Blue Shield of Nebraska	10-941-000	Liability Payment	\$706.17
ACH	6/14/2024	Department Of Revenue	10-941-000	Liability Payment	\$82.64
ACH	6/14/2024	EFTPS	10-941-000	Liability Payment	\$530.24
ACH	6/14/2024	Jeffery A Spaulding	10-2-01100-580-001-0000	Mileage Reimbursement-May 2024	\$130.65
ACH	6/14/2024	NEBRASKA PUBLIC EMPLOYEES RETIREMENT SYSTEMS	10-941-000	Liability Payment	\$531.83
ACH	6/14/2024	PR Dir Deposit	10-941-000	Liability Payment	\$1,990.53
37764	6/14/2024	Principal Life Insurance Company-Disability	10-941-000	Liability Payment	\$31.21
Sub Total					\$4,153.33
Grand Total					\$439,406.16



EDUCATIONAL SERVICE UNIT 5
Gage, Jefferson, Thayer Counties - Nebraska

Dr. Brenda McNiff, Administrator

900 West Court
Beatrice, NE 68310

Office: 402-223-5277
Fax: 402-223-5279

SECONDARY SPANISH INTERLOCAL AGREEMENT 2024-25

THIS AGREEMENT is made and entered into as of this ____ day of _____, 2024, by and between Educational Service Unit No. 5 of the State of Nebraska, a/k/a ESU 5, Beatrice, Nebraska; and Arapahoe Holbrook Public Schools.

ESU 5 will provide 3 class periods of DL secondary Spanish to Arapahoe Holbrook Public Schools for the 2024-25 school year.

The cost per period for the 2024-25 school year will be \$17,734 per period. The cost is determined by dividing the total program cost by the total number of periods ESU 5 will offer in the 2024-25 academic year. Each district engaging in a Dual Send (a year-long course wherein one teacher simultaneously connects to two school districts) will be charged .53 per period to offset the additional expenses associated with serving two districts in one period.

ESU 5 will bill Arapahoe Holbrook Public Schools a total of \$53,202 in August 2024, representing 3.00 periods. Payment can be paid to ESU 5 in a lump sum due September 20, 2024; or payment can be made in two installments \$26,601 with the first payment due September 20, 2024 and the second payment due January 20, 2025.

ESU 5 and Arapahoe Holbrook Public Schools agree to adhere to the attached Terms of Service document. Classes may be recorded for quality assurance purposes.

Please sign and return a copy of this Agreement on or before June 14, 2024.

EDUCATIONAL SERVICE UNIT NO. 5

By: 
Brenda McNiff, Administrator

Date: June 3, 2024

Arapahoe Holbrook Public Schools

By: _____
Superintendent

Date:

2006 Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to complaints unless the complaint is subject to a different procedure required by law, policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems at the lowest level of the chain of command. When those efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth in any specific policy addressing those areas or the procedures set forth below. Allegations of sex discrimination covered by Title IX will be addressed through the board's Title IX policy.

References to "coordinator" in this policy refer to the board-designated coordinator for the applicable area, such as the Section 504 Coordinator for allegations of disability-based discrimination.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant reasonably believes speaking directly to the person would subject complainant or complainant's student to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, coordinator, superintendent, or president of the board of education, as set forth below. Anyone with questions about the appropriate person to speak with may request clarification from the superintendent.

- a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
 - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
 - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.
 - d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may be submitted to the applicable coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or coordinator, the administrator or coordinator shall first determine whether another applicable procedure is required by policy or law and if so, direct the complaint to the appropriate person to follow that procedure. If not, the administrator or coordinator will promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the respondent.
 - 1) If the complainant has not, urge the complainant to discuss the matter directly with the respondent, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the respondent, the administrator or coordinator shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.

- c) Interview the complainant and, if necessary, the respondent against whom the complaint is filed, to determine:
 - 1) All relevant details of the complaint;
 - 2) All witnesses and documents which the complainant believes support the complaint;
 - 3) The action or solution which the complainant seeks.
 - d) Respond to the complainant. If the complaint involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the administrator or coordinator receives the complaint.
4. If either the complainant or the respondent is not satisfied with the decision, he or she may appeal the decision to the superintendent. The superintendent may assign a qualified designee to hear any appeal. This provision applies to appeals under the board's policies governing complaints of discrimination or harassment, including Title IX and any other policy with a separate grievance or complaint procedure, unless that other procedure includes its own appeal process. All requirements for appeals within any other policy apply, and in addition to those requirements, the following also apply.
- a) The appeal must be in writing.
 - b) This appeal must be received by the superintendent no later than three (3) calendar days from the date of the decision.
 - c) For complaints addressed through other applicable procedures that do not include a separate investigatory process, the superintendent will investigate as he or she deems appropriate.
 - d) The superintendent will prepare a written decision and provide it to the complainant and any other person entitled by law to receive the appeal decision. For complaints involving discrimination or harassment, the superintendent shall submit the decision within 180 calendar days after

the superintendent received complainant's written appeal. Appeals to the superintendent from complaints involving discrimination or harassment are final once the superintendent delivers the written decision, as are all other appeals/complaints to the superintendent unless the complaint can be appealed on the limited grounds to appeal to the board below.

5. The board's role is to set policy, establish and implement a budget, and evaluate the superintendent. The board does not manage the daily operations of the school district entrusted to its administration unless required by law or policy. Because of the board's statutory roles, it does not hear complaints or appeals that may involve oversight or discipline of students, staff, or others, unless those involve allegations against the superintendent as discussed below. The board does not hear complaints or appeals based on allegations of discrimination or harassment unless otherwise required by law. The board will hear appeals only in the following circumstances:
 - a) When the complaint is about a board policy, not implementation of the policy;
 - b) When the complaint involves the budget or school expenditures that have been or must be approved by the board; or
 - c) When the board is required by law, policy, or contract to hear a complaint or appeal.

If a complaint involves those limited grounds and a party is not satisfied with the superintendent's decision regarding the complaint or appeal, he or she may appeal the decision to the board.

- d) This appeal must be in writing.
- e) This appeal must be received by the board president no later than ten (10) calendar days from the date the superintendent communicated the decision to the complainant.
- f) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint or appeal. However, all matters involving discrimination or harassment allegations against

the superintendent shall be promptly and thoroughly investigated by the board president or a designee.

- g) The board president will notify the complainant and any other person legally required to receive the decision in writing of the decision. If the complaint involves discrimination or harassment allegations against the Superintendent, the board president shall submit the decision within 180 calendar days after receiving the written appeal.
 - h) There is no appeal from any decision of the board unless authorized by law.
6. Formal complaints about the superintendent shall be filed with the president of the board. However, complaints about the superintendent do not include disagreement with the superintendent's decision on appeal based on a complaint of discrimination, harassment, or action of any other employee who is not the superintendent. Upon receipt of a complaint, the board president or his or her designee shall promptly and thoroughly investigate the complaint, and shall:
- a) Coordinate with school district staff, other than the superintendent, to determine if another procedure in policy or law requires the complaint against the superintendent to follow another procedure. If so, the board president will coordinate handling the complaint through that procedure. If another procedure applies, such as in the case of allegations of sex discrimination against the superintendent, the board president or, at his or her discretion, the full board will serve only to hear any appeal by a party to the complaint.
 - b) Determine whether the complainant has discussed the matter with the superintendent.
 - 1) If the complainant has not, the board president or designee will urge or require the complainant to discuss the matter directly with the superintendent, if appropriate or required.
 - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his

or her sole discretion, determine whether the complaint should or must be pursued further.

- c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting by the full board.
- d) Respond to the complainant or appeal. If the complaint or appeal involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.
- e) Appoint or contract with other individuals qualified to assist the board through this process or any other applicable procedure used to address allegations against the superintendent.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Special Rules Regarding Educational Services and Related Services to Students with Disabilities. Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge decisions made by a student's individualized education plan (IEP) team or 504 team.

Complaints about the educational services provided a student with a disability, including but not limited to services provided to a student with an IEP, access to curricular and extracurricular activities, and educational placement must be submitted to the school district's Director of Special Education. The Director of Special Education will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of IDEA Parental Rights promulgated by the Nebraska Department of Education.

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide

the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

Complaints about the educational services provided to a student who is suspected of having a disability must be submitted in writing to the school district's Director of Special Education or to the district's 504 Coordinator. The Director of Special Education or 504 Coordinator will either refer the student for possible verification as a student with a disability or will provide prior written notice of the district's refusal to do so.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect satisfactory resolution; or (d) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent or board president without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Adopted on: 7/11/2022

Revised on: 6/10/2024

Reviewed on: _____

2008 Meetings

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

1. Types of Meetings

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

2. Notice

The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public.

Notice of regular and special meetings shall be published in a newspaper of general circulation within the district and, if available, on the newspaper's website. Newspapers of general circulation in the district include the the Valley Voice, the McCook Gazette, the Kearney Hub or the Omaha World-Herald. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.

In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the school district will (1) post the notice on its website, if available, and (2) post the notice in a conspicuous public place in the school district's jurisdiction. The school district will keep a written record of the posting.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the

minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

3. Weather Delays

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

4. Minutes

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

Adopted on: 8/8/2022

Revised on: 6/10/2024

Reviewed on: _____

2009
Public Participation at Board Meetings

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

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

Except for closed sessions, the board will allow members of the public an opportunity to speak at each meeting. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board shall require members of the public desiring to address the board to identify themselves, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

Adopted on: 8/8/2022

Revised on: 6/10/2024

Reviewed on: _____

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects
Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.326 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under \$250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

- 1. Construction with an Anticipated Cost of up to \$10,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between \$10,000 and \$250,000 (Simplified Acquisition Procedures)

For construction projects subject to this policy, simplified acquisitions are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

- B. Construction Projects with an estimated cost of between \$109,000 and \$249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of \$109,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$109,000 and \$250,000.

IV. Construction Projects with an Anticipated Cost Over \$250,000

- A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 or more will be publicly solicited using the sealed bid method
 1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
 2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
 3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
 4. The contract will be awarded to the lowest responsive and

responsible bidder.

- a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
- b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
- c) Any or all bids may be rejected if there is a sound documented reason.

5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.
2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.
2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.
4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.
5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.
7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.
8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.322 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. This includes a "Buy American" provision that provides that as appropriate and to the extent consistent with law, the District and contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron,

aluminum, steel, cement, and other manufactured products). The requirements of the Buy American provision must be included in all subawards including all contracts and purchase orders for work or products under this award.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible and consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in the U.S. or processed in the U.S. substantially using agricultural commodities produced in the U.S.

C. Full and Open Competition

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.
- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.
2. Maintenance of Construction Records for Projects Financed with Federal Funds
- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
 - b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

- A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.
- B. Contracts covered by this policy are subject to the following additional provisions.
 - 1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
 - 2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
 - 3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

An employee, officer, agent, and board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, board members, or agents of the District at the board's discretion.

VII. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property,

and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards

outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal

award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;

- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show

compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in

accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: 9/12/2022

Revised on: 6/10/2024

Reviewed on: _____

3004.1

Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to \$10,000 (Micro-Purchases)

Micro-purchase means an individual procurement transaction for supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between \$10,000 and \$250,000 (Simplified Acquisition Procedures)

Simplified acquisitions are purchases that, in the aggregate amount, are more than \$10,000 and less than \$250,000 annually. For simplified acquisitions, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The procurement transaction can only be fulfilled by a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes written approval of noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

5. Competitive Proposals.

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used to procure A/E professional services. The method may not be used to purchase other services provided by A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, public policy compliance, proper classification of employees (see the Fair Labor Standards Act, 29 U.S.C. 201, chapter 8), record of past performance, and financial and technical resources when conducting a procurement transaction.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

An employee, officer, agent, and board member of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of \$25 or less.

D. Enforcement

Disciplinary Actions including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment, will be applied for violations of such standards by officers, employees, board members, or agents of the District.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost that equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$10,000.
2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the

capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.

3. Computing Devices means machines that acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;

3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property. The District will notify the Federal agency or pass-through entity of any loss, damage, or theft of equipment that will have an impact on the program.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be

supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current fair market value of \$10,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency or pass-through entity.

I. Equipment Retention

When included in the terms and conditions of the Federal award, the Federal agency may permit the recipient to retain equipment, or authorize a pass-through entity to permit the recipient to retain equipment, with no further obligation to the Federal Government unless prohibited by Federal statute or regulation.

J. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

K. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

V. Financial Management

A. Identification

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity's records;
- (2) Are not included as contributions for any other Federal award;
- (3) Are necessary and reasonable for accomplishment of project or program objectives;
- (4) Are allowable under [subpart E \(Cost Principles\) of this part](#);
- (5) Are not paid by the Federal Government under another Federal award, except where the Federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- (6) Are provided for in the approved budget when required by the Federal awarding agency; and
- (7) Conform to other provisions of this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;
- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are used when possible consistent with state law.

Buy American. The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d).

The District may deviate from this general requirement only if:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and

accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: 7/11/2022

Revised on: 6/10/2024

Reviewed on: _____

3011
[Intentionally Left Blank]

3017
Official Communication with the Public

Only individuals who have prior administrative approval may issue press releases or other official communication regarding school-related activities and events in furtherance of the individual's official responsibilities. The superintendent may delegate responsibility for communicating with the media to building principals, the activities director, event sponsors, and other staff on an ad hoc basis.

Adopted on: 9/12/2022

Revised on: 6/10/2024

Reviewed on: _____

3032 Fees for School District Records

Requests for school district records shall be subject to applicable fees. No fee shall be charged for providing a copy of a student or public record if a specific law or regulation requires the copy to be provided without charge.

Student Records. Students and their parents or guardians shall not be charged any fee to inspect and review the student's files or records. Students and their parents or guardians who desire a copy of the student's files or records shall pay the reasonable cost of reproduction as follows:

- Black and white letter or legal-sized photocopies: No charge for the first 10 copies; 20 cents for each copied page thereafter.
- Computer data printouts: No charge for the first 10 pages; 20 cents for each page thereafter.
- Other medium: Actual cost of reproduction.
- Postage fees: Actual cost

Students and their parents or guardians **shall not be charged any fee:**

- To search for or retrieve any student's files or records.
- For a copy of a student's Individualized Education Plan (IEP).
- For copy of the special education evaluation report and the documentation of determination of eligibility for special education services upon completion of the administration of assessments and other evaluation measures.
- If the fee effectively prevents the parents from exercising their right to inspect and review student records.

Student Records – Transfer School. A copy of the student's files or records, including academic material and any disciplinary material relating to any suspension or expulsion shall be provided at no charge, upon request, to any public or private school to which the student transfers.

Public Records. Individuals requesting copies of public records shall pay the actual added cost of making the copies available.

- For photocopies, actual added costs may include a reasonably apportioned cost of the supplies, such as paper, toner, other equipment used in preparing the copies, and any additional payment obligation for the time of contractors necessarily incurred to comply with the copy request.
- For printouts of computerized data on paper, actual added cost may include computer run time and the cost of materials for making the copy.

- For electronic data, the actual added cost may include the reasonably calculated actual added cost of the computer run time, any necessary analysis and programming, and production of a report in the form furnished to the requester.
- For residents of Nebraska, the actual added cost shall not include any charge for the existing salary or pay obligation to public officer or employees for the first eight hours of searching, identifying, physically redacting, or copying records, but fees may be charged after the first eight hours. The fee for records shall not include any charge for the services of an attorney or any other person to review the requested public records seeking a legal basis to withhold the public records from the public. No special service charge or fee shall be charged for copies of blank forms or pages that have all meaningful information redacted.
- For nonresidents of Nebraska, the actual added cost used as the basis for the calculation of a fee for records may include a charge for the proportion of the existing salary or pay obligation to the public officers or employees, including a proportional charge for the services of an attorney to review the requested public records, for the time spent searching, identifying, physically redacting, copying, or reviewing such records.
- The district shall not charge any fee for copies of public records that is prohibited by law but reserves the right to charge any other fee allowed by law.

The fee schedule for public records copies is as follows:

- Black and white letter or legal-sized photocopies: No charge for the first 10 copies; 20 cents for each copied page thereafter.
- Computer data printouts: No charge for the first 10 pages; 20 cents for each page thereafter.
- Other medium: Actual cost of reproduction.
- Postage fees: Actual cost

Deposit. The school district may require a deposit before providing copies of student or public records if the estimated cost to fulfill the request exceeds fifty dollars.

Waiver. Documents may be furnished without charge or at a reduced charge where the district determines that waiver or reduction is in the public interest.

Adopted on: 9/12/2022

Revised on: 6/10/2024

Reviewed on: _____

3033
[Intentionally Left Blank]

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 Pregnant Workers Fairness Act (PWFA) – requires covered employers to provide reasonable accommodations to qualified employee’s or applicant’s known limitations related to, affected by, or arising out 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: 10/10/2022

Revised on: 6/10/2024

Reviewed on: _____

3059 Audio and Video Recording

Students, staff, parents/guardians, and patrons should assume that any class or activity in the school may be recorded by the school district for legitimate educational purposes. There is no reasonable expectation of privacy within classrooms, common areas of the school building or on school grounds outside of the building. Recordings permitted pursuant to this policy may only be used for authorized purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Secret Recordings. No person is permitted to make surreptitious recordings on school grounds unless authorized by the superintendent.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings when such recordings are deemed necessary or appropriate by an authorized representative of the district. The district will not maintain recordings unless the recording is purposefully copied and saved. Any recording not copied and maintained separately may only be accessible by the authorized representative for a limited time. Recordings made by the district may be destroyed by an authorized representative at any time unless retention is required by law.

Recordings Made by Parents/Guardians and Patrons. Parents/guardians and patrons may make recordings of school activities in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Parents may not record meetings with administrators or staff, including meetings related to a student's IEP or 504 plan. Violation of this policy will result in immediate termination of any meeting that is being recorded and may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

Recordings Made by Staff. Staff members may make recordings of

classroom instruction, student behavior or performance, and school activities without prior administrative approval only for legitimate educational purposes. Staff members may not make secret recordings while on duty, even if those recordings do not violate state or federal criminal or privacy laws. Staff members who violate this provision may be subject to consequences up to termination for classified staff and cancellation of contract for certificated staff.

Recordings Made by Students. This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day without the express consent of a staff member or as required by the student's education plan. Student use of assistive technology that has the capacity to record and/or transmit recordings (*e.g.*, AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: 2/13/2023
Revised on: 6/10/2024
Reviewed on: _____

4011
Employee Leave Under the Family and Medical Leave Act
(FMLA)

The school district shall provide leave to its employees in accordance with the Family and Medical Leave Act ("FMLA"). The terms used herein shall have the meaning ascribed to them under the FMLA. Employees may also qualify for leave under the Nebraska Family Military Leave Act, which is covered under the district's policy for that law. If an employee qualifies for leave under both the Family and Medical Leave Act and the Nebraska Military Leave Act, any leave taken by the employee will count concurrently toward the leave limits of both acts.

I. Qualifying for Leave

A. Qualified Employees

1. To be eligible for *unpaid* leave under this policy, an employee must:
 - a. Make the request for leave at a time when the school district employs 50 or more workers;
 - b. Have been working for the school district for at least 12 months prior to the request; and
 - c. Have worked a minimum of 1,250 hours during the 12-month period immediately preceding the commencement of the leave.
2. The applicable 12-month period for computing an employee's entitlement to FMLA leave shall be "rolling" 12-month period measured backward from the date an employee uses any FMLA leave.
3. Employees ineligible for FMLA leave for any reason may be eligible for leave under the Nebraska Family Military Leave Act and should consult policy 4011.1.

B. Qualified Circumstances Necessitating Leave

1. The school district will grant an eligible employee up to a total of 12 workweeks of **unpaid** leave under the following conditions:
 - a. For birth of a son or daughter, and to care for the newborn child;
 - b. For placement of a son or daughter with the employee for adoption or foster care;
 - c. To care for the employee's spouse, son, daughter, or parent with a serious health condition;
 - d. Because of a serious health condition that makes the employee unable to perform the functions of his or her job; or
 - e. Because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation

2. The school district will grant an eligible employee who is the spouse, son, daughter, parent or next of kin of a Covered Servicemember a total of 26 workweeks of **unpaid** leave during a 12-month period to care for the service member as permitted under the FMLA. The leave described in this paragraph shall only be available during a single 12-month period.

For purposes of this provision and this policy, "Covered Servicemember" includes both Military

Members and covered Veterans, so long as the covered Veteran was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran.

3. During the single 12-month period described in paragraph I(B)(2), an eligible employee shall be entitled to a combined total of 26 workweeks of leave under paragraphs I(B)(1) and I(B)(2). Nothing in this paragraph shall limit the availability of leave under paragraph I(B)(1) during any other 12-month period.

C. Limitations on Leave

1. Leave for birth or placement for adoption or foster care must conclude within 12 months of the birth or placement.
2. In any case in which a husband and wife both employed by the school district are entitled to FMLA leave:
 - a. The aggregate number of workweeks of FMLA leave to which both are entitled is limited to 12 during any 12-month period if such leave is taken (i) because of the birth of a son or daughter of the employee and in order to care for such son or daughter; (ii) because of the placement of a son or daughter with the employee for adoption or foster care; or (iii) to care for a sick parent who has a serious health condition; and
 - b. The aggregate number of workweeks of FMLA leave to which both that husband and wife are entitled is limited to 26 during the single 12-month period in which leave is taken to care for a Covered Servicemember and the husband and wife employees are both

either the son, daughter, parent, or next of kin of such Covered Servicemember, if the leave is taken for this reason or a combination of this reason and one of the three reasons described in paragraph I(C)(2)(a). If the leave taken by the husband and wife includes leave described in paragraph I(C)(2)(a), the limitation in paragraph I(C)(2)(a) shall apply to the leave described in I(C)(2)(a).

D. Qualifying Notice and Certification

Employees seeking to use FMLA leave will be required to provide:

1. 30-day advance notice when the need to take the leave is foreseeable; provided, if (a) the leave is for needed treatment which is required to begin in less than thirty days or (b) the leave is for the reason set forth in paragraph I(B)(1)(e), the employee shall provide such notice to the school district as is reasonable and practical;
2. Medical certification supporting the need for leave due to a Serious Health Condition affecting the employee or family member or to care for a Military Member, and/or due to a Serious Injury or Illness to care for a Veteran;
3. Second or third medical opinions and periodic re-certifications (at the school district's expense);
4. Certification supporting the need for leave because of a qualifying exigency arising out of the fact that the employee's spouse, son, daughter or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in the National Guard, Reserves, and/or

Regular Armed Forces in support of a contingency operation;

5. Certification supporting the need for leave to care for a Veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran, and who is undergoing medical treatment, recuperation, or therapy for a Serious Injury or Illness; and
6. Periodic reports during leave, at a frequency reasonably requested by the superintendent, regarding the employee's status and intent to return to work.

E. Scheduling Leave

When leave is needed to care for a family member, for the employee's own illness, or to care for a Covered Servicemember, and such leave is foreseeable based on planned medical treatment, the employee must attempt to schedule treatment so as not to unduly disrupt the school district's operations.

II. Relationship with District During Leave

A. Leave to Be Unpaid

All leave provided to employees under the provisions of the FMLA and this policy shall be unpaid leave.

B. Substitution of Paid Leave

1. The school district requires employees to substitute any accrued paid vacation leave, paid personal leave, paid family leave, paid medical leave or paid sick leave for FMLA leave. However, nothing in this policy shall require the school district to provide paid sick or medical leave in any situation in which the

school district would not normally provide such paid leave.

2. If an employee uses paid leave under circumstances which do not qualify as FMLA leave, the leave will not count against the number of workweeks of FMLA leave to which the employee is entitled.
3. Any paid leave which is substituted for FMLA leave will be subtracted from the number of workweeks of unpaid leave provided by the FMLA and this policy.

C. Group Health Plan Benefits

1. The school district will continue group health plan benefits on the same basis as coverage would have been provided if the employee had been continuously employed during the FMLA leave period.
2. Any share of health plan premiums which have been paid by the employee prior to FMLA leave must continue to be paid by the employee during the FMLA leave period.

D. Intermittent or Reduced-Schedule Leave

1. Leave may be taken under this policy intermittently or on a reduced-leave schedule under certain circumstances.
 - a. When leave is taken because of a birth or because of a placement of a child for adoption or foster care, an eligible employee may take leave intermittently or on a reduced-leave schedule only with the agreement of the school district. In such a case, the superintendent shall have the authority to approve or disapprove such intermittent or reduced leave schedule, in the superintendent's sole discretion.

- b. When leave is taken to care for a sick family member, for an employee's own serious health condition, or to care for a covered Veteran or Military Member, an eligible employee may take leave intermittently or on a reduced-leave schedule when medically necessary.
- c. When leave is taken by an eligible employee because of any qualifying exigency arising out of the fact that the employee's spouse, son, daughter, or parent is a Military Member on Covered Active Duty (or has been notified of an impending call or order to Covered Active Duty) in National Guard, Reserves, and/or Regular Armed Forces in support of a contingency operation, the employee may take leave intermittently or on a reduced-leave schedule.
- d. When leave is taken by an eligible employee to care for a Covered Servicemember, including a Veteran who was discharged or released under conditions other than dishonorable at any time during the five-year period prior to the first date the eligible employee takes FMLA leave to care for the covered Veteran, and who is undergoing medical treatment, recuperation, or therapy for a Serious Injury or Illness
- e. Intermittent or reduced leave shall not result in a reduction in the employee's total amount of leave beyond the amount of leave actually taken.
- f. When an instructional employee seeks to take intermittent leave in connection with a family or personal illness (e.g. physical therapy or periodic care for a sick relative) or to care for a covered Veteran

or Military Member, and when such leave would constitute at least 20 percent of the total number of working days in the period during which the leave would extend, the school district may require the employee to elect to take leave in a block, instead of intermittently, for the entire period or to transfer to an available alternative position within the school system that is equivalent in pay, for which the employee is qualified, and which better accommodates the intermittent leave.

2. If an eligible employee requests intermittent leave or leave on a reduced-leave schedule that is foreseeable based on planned medical treatment, including during a period of recovery from a serious health condition, the school district may require the employee to transfer temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position. Such alternative position must have equivalent pay and benefits as the employee's permanent position.
3. Leave taken on an intermittent or reduced-schedule basis will be tracked hourly.

III. Return from Leave

A. Restoration to Position

1. On return from FMLA leave, an employee is entitled to be returned to the same position the employee held when leave commenced, or to an equivalent position with equivalent benefits, pay, and other terms and conditions of employment.
2. Any leave taken under this policy will not result in the loss of any employment benefits accrued

prior to the date on which the leave commenced.

3. An eligible employee is not entitled to accrual of any seniority or employment benefits during any period of leave, or any right, benefit, or position of employment other than to which the employee would have been entitled had the employee not taken leave.

B. Denial of Restoration

1. The school district reserves the right to deny restoration to any eligible employee who is a "key employee" (that is an employee who is salaried and among the highest paid 10% of the employees of the school district) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the school district.
2. If the school district intends to deny restoration to such an employee, it will:
 - a. notify the employee of his/her status as a "key employee" in response to the employee's notice of intent to take FMLA leave;
 - b. notify the employee as soon as the school district decides it will deny job restoration and explain the reasons for this decision;
 - c. offer the employee a reasonable opportunity to return to work from FMLA leave after giving this notice; and
 - d. make a final determination as to whether reinstatement will be denied at the end of the leave period if the employee then requests restoration.

C. Failure to Return from Leave

If an employee fails to return from FMLA leave after the period of leave to which the employee is entitled has expired, the employee shall reimburse the district for any premiums the employer paid for maintaining health insurance coverage for the employee during the employee's FMLA leave unless the reason the employee does not return is due to: (1) the continuation, recurrence, or onset of the serious health condition which entitled the employee to FMLA leave and the employee provides the district with sufficient certification from the proper health care provider of such continuation, recurrence, or onset of the serious health condition or (2) other circumstances beyond the employee's control.

IV. Notice to Employees

- A. The school district will post in conspicuous places where employees are employed notices explaining the FMLA and providing information concerning the procedures for filing complaints of FMLA violations with the U.S. Wage and Hour Division.

- B. To the extent that any provision in this policy is in any manner inconsistent with the provisions of the Act or the regulations promulgated thereunder, the Act and regulations shall prevail over the provisions of this policy. The school district reserves the right to modify this policy from time to time in its sole discretion.

- C. Employees may direct any questions or concerns regarding FMLA leave to the superintendent.

Adopted on: 11/14/2022

Revised on: 6/10/2024

Reviewed on: _____

4053 Conflict of Interest

Any school district employee who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For the purposes of this policy:
 - a. Business with which an employee is associated shall include the following:
 - (1) A business in which the employee or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.
 - (2) A business in which the employee or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the employee or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the employee reports the name and address of the company and stockbroker.
 - b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.
 - c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes
2. Contracts with the School District.
 - a. No employee or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more,

in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular business hours the proposals considered and the contract awarded.

- b. The existence of any conflict of interest in any contract in which the employee has an interest and in which the school district is a party, or the failure to make public the employee's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for public notice shall apply when the employee, or his or her immediate family has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

3. Employing Members of the Immediate Family.

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

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

5. Conflict of Interest Relating to Campaigning or Political Issues

- a. Except as provided below, an employee shall not authorize the use of school district personnel, property, resources, or funds for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- b. This does not prohibit an employee from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.
- c. This does not prohibit an employee from discussing and voting upon a resolution supporting or opposing a ballot question.
- d. This does not prohibit an employee under the direct supervision of a public official from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
- e. An employee may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the school district. However, this shall not be done during a time that the individual is engaged in his or her official duties.

6. Additional Procedures Applicable to Employees With An Annual Salary and Benefits of More than \$150,000 Per Year

- a. Staff whose annual salary and benefits exceed one hundred fifty thousand dollars should assess whether they have a conflict of interest before taking any action or making any decision.

- b. Employees have a conflict of interest pursuant to this subdivision of the policy when their actions or decisions may cause financial benefit or detriment to themselves, a business with which they are associated or a member of their immediate family.
 - i. When assessing whether a conflict of interest exists, qualifying staff members should assess whether the benefit or detriment identified is distinguishable from the effects of such action on the public generally or a broad segment of the public.
 - ii. If qualifying employees are unsure as to whether a conflict of interest exists, they may apply to the Nebraska Political Accountability and Disclosure Commission for an opinion as to whether they have a conflict of interest.
 - c. Qualifying employees who determine that a conflict of interest does exist under this policy shall:
 - i. Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
 - ii. Deliver a copy of the statement to the secretary of the board of education, who shall enter the statement onto the public records of the school district; and
 - iii. Abstain from participating in the matter in which the employee has a conflict of interest.
 - d. This subsection does not prevent a qualifying employee from making or participating in the making of a decision to the extent that the employee's participation is legally required for the action or decision to be made.
7. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: 12/12/2022
Revised on: 6/10/2024
Reviewed on: _____

5052 School Wellness

The school district is committed to providing a school environment that enhances learning and the development of lifelong wellness. The goals outlined in this policy were determined and selected after reviewing and considering evidence-based strategies.*

1. Goals for Nutrition Promotion and Education

- a. The district will promote healthy food and beverage choices for all students, as well as encourage participation in school meal programs by such methods as implementing evidence-based healthy food promotion techniques through the school meal programs and promoting foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards.
- b. The health curriculum will include information on good nutrition and healthy living habits.
- c. Teachers will incorporate information on nutrition and wellness into the classroom curriculum as appropriate.
- d. The district will collaborate with public and private entities to promote student wellness.
- e. Water will be made available to students throughout the school day.

2. Goals for Physical Activity

- a. The school district's curriculums shall include instruction on physical activity and habits for healthy living.
- b. Students will be encouraged to engage in physical activities throughout the school day and will be provided with opportunities to do so.
- c. The district encourages parents and guardians to support their children's participation in physical activity, to be physically active role models, and to include physical activity in family events.

3. Goals for Other School-Based Activities Designed to Promote Student Wellness

- a. The district will participate in state and federal child nutrition programs as appropriate.
- b. The district will provide professional development, support, and resources for staff about student wellness.
- c. Students will be provided sufficient time in which to eat school-provided meals.
- d. The district's lunchrooms will be attractive and well-lighted.
- e. The district will allow other health-related entities to use school facilities for activities such as health clinics and screenings so long as the activities meet the district's requirements and criteria for the use of facilities.
- f. The district may partner with other individuals or entities in the community to support the implementation of this policy.
- g. The district will strive to provide physical activity breaks for all students, recess for elementary students, and before and after school activities, as well as encourage students to use active transport (walking, biking, etc.)
- h. The district will use evidence-based strategies to develop, structure, and support student wellness.

4. Standards and Nutrition Guidelines for All Foods and Beverages Sold to Students on the School Campus and During the School Day

- a. The district will ensure that student access to foods and beverages meet federal, state and local laws and guidelines including, but not limited to:
 - i. USDA National School Lunch and School Breakfast nutrition standards

- ii. USDA Smart Snacks in School nutrition standards.
- b. The district will offer students a variety of age-appropriate, healthy food and beverage selections with plenty of fruits, vegetables, and whole grains aimed at meeting the nutrition needs of students within their calorie requirements in order to promote student health and reduce childhood obesity.

5. Standards for All Foods and Beverages Provided, But Not Sold to Students During the School Day

The district may provide a list of healthy party ideas or food and beverage alternatives to parents, teachers, and students for classroom parties, rewards and incentives, or classroom snacks. The district discourages the use of food and beverages as a reward or incentive for performance or behavior.

6. Food and Beverage Marketing

Marketing and advertising is only allowed on school grounds or at school activities for foods and beverages that meet or exceed the USDA Smart Snacks in School nutrition standards, except as follows:

- a. This requirement does not apply to marketing that occurs at events outside of school hours such as after school sporting or any other events, including school fundraising events.
- b. The district will not immediately replace menu boards, coolers, tray liners, beverage cups, and other food service equipment with depictions of noncompliant products or logos to comply with the new USDA Smart Snacks in Schools nutrition requirements. All previously purchased products will be used, and all existing contracts honored.
- c. All equipment that currently displays noncompliant marketing materials will not be removed or replaced (e.g., a score board with a Coca-Cola logo). However, as the district reviews and considers new contracts, and as scoreboards or other such durable equipment are replaced or updated over time, any products that are marketed and advertised will meet or exceed the USDA Smart Snacks in School nutrition standards

7. Public Participation

Parents, students, representatives of the school food authority, teachers, school health professionals, board members, school administrators, and members of the general public shall be allowed to provide their input to the school district during the wellness policy adoption and review process.

8. Competitive Foods (Includes Food and Beverages Sold in Vending Machines, School Stores, and Fundraisers)

- a. Definitions. “Competitive food” means all food and beverages other than meals reimbursed under programs authorized by the Richard B. Russell National School Lunch Act and the Child Nutrition Act of 1966 available for sale to students on the school campus during the school day. For the purpose of competitive food standards implementation, “school day” means the period from the midnight before to 30 minutes after the end of the official school day.
- b. Applicability. Except as otherwise allowed by the Nebraska Department of Education (NDE) or applicable law, all competitive food sold during the school day must meet the USDA Smart Snacks Standards and the nutrition standards found in 7 CFR § 210.11. The competitive food restrictions do not apply to food sold during non-school day hours, weekends, and off-campus fundraising events such as concessions during after-school sporting events, school plays or concerts; or to bulk food items that are sold for consumption at home. (Ex: frozen pizzas, cookie dough tubs, etc.)
- c. Fundraiser Exemptions. A special exemption is allowed for the sale of food and/or beverages that do not meet the competitive food standards as required in this section for the purpose of conducting an infrequent school-sponsored fundraiser. The specially exempted fundraisers must not take place more than the frequency specified by NDE during such periods that schools are in session. No specially exempted fundraiser foods or beverages may be sold in competition with school meals in the food service area during the meal service.
- d. Other Exemptions. The only other nutrition exemptions from the competitive food requirements are those found in 7 CFR § 210.11.

- e. Other Limitations. No competitive food can be sold to children anywhere on school premises beginning one half hour before breakfast and/or lunch service until one half hour after meal service unless all proceeds earned during these time periods go to the school nutrition program.

9. Triennial Assessment

The school board shall assess and review this policy at least every three years to determine:

- a. Compliance with this policy;
- b. How this policy compares to NDE model wellness policies;
- c. Progress made in attaining the goals of this policy.

The school board will update or modify this policy as appropriate.

10. Public Notice

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of this policy at least annually to the public and other stakeholders identified in this policy by one or more of the following methods: on its webpage, in its newsletter, in the student and employee handbooks, newspaper advertisements, direct mailings, electronic mail, and public postings.

In addition to identifying the topic on its meeting agenda as required by the Open Meetings Act, the school district will provide notice of the Triennial Assessment and progress reports towards meeting the goals in this policy using one or more of those same methods.

11. Recordkeeping

The District will retain records to document compliance with the requirements of the wellness policy at its central office.

12. Operational Responsibility

The superintendent is responsible for coordinating the implementation of this policy and for monitoring the district's progress in meeting the goals established by this policy. The superintendent will periodically report to the board on the district's progress in implementing this policy.

* These strategies include, but are not necessarily limited to, those cited in the Alliance for a Healthier Generation's Model Wellness Policy (Updated June 2020 to Reflect the USDA Final Rule) [found at https://api.healthiergeneration.org/resource/2](https://api.healthiergeneration.org/resource/2).

Adopted on: 2/13/2023

Revised on: 6/10/2024

Reviewed on: _____

6031 Emergency Exclusion

Grounds for Emergency Exclusion. Any student may be excluded from school in the following circumstances subject to the procedural provisions governing short term suspension found elsewhere in these policies or state law:

(a) If the student has a dangerous communicable disease transmissible through normal school contacts and poses an imminent threat to the health or safety of the school community; or

(b) If the student's conduct presents a clear threat to the physical safety of himself, herself, or others, or is so extremely disruptive as to make temporary removal necessary to preserve the rights of other students to pursue an education.

Any emergency exclusion shall be based upon a clear factual situation warranting it and shall last no longer than is necessary to avoid the dangers that prompted the exclusion.

Extension of Exclusion. Pursuant to the Student Discipline Act, the principal has the authority to exclude a student from school for up to five school days on an emergency basis. If the superintendent or superintendent's designee determines that it is appropriate to consider the extension of an exclusion beyond five days, such consideration shall be made according to the procedures set forth below.

Notification of Student's Parent(s) or Guardian(s). The superintendent or the superintendent's designee shall notify the student's parent(s) or guardian(s) that the principal has proposed the extension of the exclusion. If the initial notice is oral, the superintendent shall confirm it in writing. The notice shall include notice of a recommended hearing examiner and an alternate hearing examiner for consideration by the parent(s) or guardian(s) if a hearing is requested.

Opportunity to Request a Hearing. The student's parent(s) or guardian(s) may submit a request for a hearing on the proposed extension of the exclusion within one school day of receiving the notice of the proposed extension.

Failure to Request a Hearing. If the parent(s) or guardian(s) do not request a hearing within two school days of receiving oral or written notice, the proposed extension of the exclusion shall automatically go into effect.

Appointment and Qualifications of a Hearing Examiner. The parent(s) or guardian(s) shall notify the superintendent within one school day of receiving notice of the recommended extension and proposed hearing examiner and alternate hearing examiner if the alternate hearing examiner is preferred.

Hearing Examiner's Notice to Parent(s) or Guardian(s). The hearing examiner shall promptly give written notice of the time, date and place of the hearing. The hearing will be held within ten school days after the initial date of exclusion; provided, the hearing may be held more than five school days after receipt of the request upon a showing of good cause. No hearing will be held on less than two (2) school days' notice unless otherwise agreed to by the student's parent(s) or guardian(s) and school officials.

Continued Exclusion. If a hearing is requested, the principal may determine in his or her sole discretion that the student shall remain excluded from school until the hearing officer makes a recommendation to the superintendent.

Examination of Student's Records and Affidavits. Prior to the hearing, the student and his/her parent(s) or guardian(s) shall have the right to examine and have school officials explain the student's records and any affidavits that will be used by school officials at the hearing.

Attendance at Hearing. The hearing may be attended by the hearing examiner, the principal (or designee), the student, and the student's parents or guardian(s). The student may be represented at this hearing by a representative of the family's choice.

Student's Witness(es). The student and his/her parent(s) or guardian(s) may ask any person with knowledge of the events leading up to the sanction or with general knowledge of the student's character to testify on behalf of the student. If school personnel or other students are requested to testify by the student's parent(s) or guardian(s), the hearing officer shall endeavor to help obtain the presence of such witnesses at the hearing.

Right to Know Issues and Nature of Testimony. The student and his/her parent(s) or guardian(s) have the right to request in advance of the hearing the issues which the administration will propose in support of the extension, and the general nature of the testimony of any administrative or expert witnesses.

Presence of Student and Witnesses at the Hearing. The student and witnesses may be excluded at the discretion of the hearing examiner in accordance with state statutes. The student may speak in his/her own defense and may be questioned on such testimony, but may choose not to testify. The school district shall make available to testify at the hearing any employee who is a witness to the matter upon request from the parent(s) or guardian(s).

Sworn or Affirmed Testimony. The principal or his or her designee shall present evidence supporting the recommended extension. Witnesses will give testimony under oath of affirmation, and may be questioned.

Hearing Examiner's Report and Recommendations. The hearing examiner shall prepare a report of his or her findings and recommendations, and forward the report to the superintendent.

Superintendent's Decision. The superintendent will review the hearing examiner's report and determine whether to extend the exclusion. He or she shall have the decision delivered or sent by registered or certified mail to the student, student's parent(s), or guardian(s). If the superintendent decides to extend the exclusion, the extension will take effect immediately.

Adopted on: 5/8/2023
Revised on: 6/10/2024
Reviewed on: _____

6040

Prekindergarten (Preschool or Early Childhood) Program

The AHPS school board establishes a program to provide prekindergarten services to students according to established eligibility and capacity guidelines, also referred to as an early childhood or preschool program. The school district will provide the program in compliance with state law and 92 NAC 11 (Nebraska Department of Education "Rule 11"). The availability of the program is subject to the district being able to employ and retain appropriate and qualified personnel. Students will be limited to 2 years of prekindergarten attendance at AHPS.

Purpose. The purpose of the program is to promote the social, emotional, intellectual, language, physical, and aesthetic development and learning for the children served and to promote family development and support.

Age Participation. Children of the following ages will be considered as eligible for enrollment within capacity limits:

- Children who are 3 years of age by July 15 of the enrollment year;
- Children who are 4 years of age at the start of the enrollment year; and
- Children who are 5 years of age at the start of the enrollment year, so long as they do not turn 6 years of age prior to January 1 of that year.

AM/PM Sections. Two sections of prekindergarten will be offered (AM/PM).

- AM Section: Students will be enrolled in the following order: District Resident 3-year-olds, District Resident 4-year-olds, Non-District 3 and 4 year olds with siblings attending AHPS, non-district 3-4 year olds
- PM Section - Students will be enrolled in the following order: District Resident 4 year olds, district resident 5 year olds, Non-District 4 and 5 year olds with siblings attending AHPS, Non-District 4 and 5 year olds

All enrollment is subject to capacity limitations and enrollment priorities established in this policy.

Capacity Limitation. The district capacity goal for the program is 18 children, with a maximum legal capacity of 20 children. If the program is at capacity after July 15, further enrollment applications may be denied. Exception: If an "at-risk child" (as defined by Rule 11) moves into the district and the program is at capacity, the child will be enrolled in the program according to legal requirements, with another being child withdrawn from the program according to enrollment order priorities, along with age and duration in the program as factors to be considered.

Program Coordinator. The program will be coordinated by an individual qualified by law to be a Program Coordinator.

Program and Staff Requirements. All teachers and administrators in prekindergarten programs must hold a valid certificate or permit to teach issued by NDE except as otherwise allowed by law or Rule 11.

Participation and Inclusion. Participation of children and families in the program will be voluntary. The program will not exclude children verified as having disabilities and will include to the extent possible children of diverse social and economic characteristics.

Birth Certificates. Within 30 days of enrollment, parents or guardians must submit a certified copy of the child's birth certificate or other documentation in compliance with the Missing Children Identification Act (sections 43-2001 through 43-2012).

Instructional Hours. Each class in the program will operate a minimum of 12 instructional hours per week during the school year. Programs receiving grant funds pursuant to state law will operate a minimum of 450 instructional hours per school year.

Fees. The district may charge a fee for its program in accordance with the Policy 5045 - Student Fees, provided that the fee may not exceed the actual cost of the program. If the district charges a fee, it may also use a sliding fee scale in order to maximize the participation of economically and categorically diverse groups. The district may waive fees on the basis of need.

General Reports. The head administrator will include information about the program in the NDE approved data system. All early childhood data is due as specified by the data system calendar.

Early Childhood Program Report. An Early Childhood Program Report Form will be submitted annually by October 15 on the form required by NDE.

Planning. Each program will have a planning period that complies with the requirements of Rule 11.

Coordination with Existing Programs and Funding Sources. The district will develop, and keep on file, a written plan to show that the program will be coordinated or contracted with existing programs in

compliance with Rule 11 requirements. The district will develop and keep on file a written plan to coordinate and use a combination of local, state, and federal funding sources including, but not limited to, those listed in Rule 11 in order to maximize the participation of economically and categorically diverse groups of children and to ensure that participating children and families have access to knowledge of comprehensive services that may be available.

Additional Rule 11 Requirements. Rule 11 includes additional requirements that are not included in this policy, including but not limited to requirements addressing family development and support; developmentally and culturally appropriate curriculum, practices, and assessment; evaluation and quality assurance; program staff; child/staff ration and group size; facilities, equipment, health, and safety; meals and snacks, immunizations; supervision; toileting; infants and toddlers; Sixpence programs; and home-based programs. The district will comply with these additional requirements that are applicable to the program.

Special Education Act Compliance. Nothing in this policy allows the school district to fail to meet its responsibilities under the Special Education Act (section 79-1110 through 79-1167). To the extent there is any conflict between this policy or Rule 11 with the Special Education Act, the Act shall control.

Adopted on: 6/10/2024

Revised on: _____

Reviewed on: _____

**Arapahoe-Holbrook Public Schools
School Board Policies
Table of Contents**

Policy #	Policy Description	Adopted / Revised / Reviewed
1000 Series: Policy Overview & Mission Statement		
1000	Series Index	
1001	General Policy Statement	8/8/2022
1002	Creation, Amendment, and Distribution of Policies	8/8/2022
1003	Mission Statement	7/11/2022
2000 Series: The Board: Organization, Development & Procedures		
2000	Series Index	
2001	Role of the Board of Education	8/8/2022
2002	Organization of the Board	8/8/2022
2003	Development and Education of Board Members	8/8/2022
2004	Oath of Office	8/8/2022
2005	Conflict of Interest	8/8/2022
2006	Complaint Procedure	6/10/2024
2007	Reimbursement and Miscellaneous Expenditures	8/8/2022
2008	Meetings	6/10/2024
2009	Public Participation at Board Meetings	6/10/2024
2010	Preparation for Regularly Scheduled Board Meetings	8/8/2022
2011	Membership in Organizations	8/8/2022
2012	Board Code of Ethics	8/8/2022
2013	Violation of Board Ethics	8/8/2022
2014	Relationship with District Legal Counsel	8/8/2022
2015	Student Member of the Board	8/8/2022
2016	Participation in Insurance Program by Board Member	8/8/2022
2017	Indemnification and Liability Insurance	8/8/2022

3000 Series: Daily Operation		
3000	Series Index	
3001	Budget and Property Tax Request	7/11/2023
3002	Deposits	7/11/2022
3003	Bidding for Construction, Remodeling, Repair or Site Improvements	7/11/2023
3003.1	Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds	6/10/2024
3004	General Purchasing and Procurement	7/11/2022
3004.1	Fiscal Management for Purchasing and Procurement Using Federal Funds	6/10/2024
3005	School Activities Fund	7/11/2022
3007	Review of Bills	9/12/2022
3008	Gifts, Grants and Bequests	7/11/2022
3009	Audit	9/12/2022
3010	Insurance	9/12/2022
3011	Intentionally Left Blank	7/11/2022
3012	School Meal Program	7/11/2022
3013	Emergency Closings	9/12/2022
3014	Use of School Property	10/10/2022
3015	Time Away from School Activities	9/12/2022
3016	Smoking	7/11/2022
3017	Official Communication with the Public	6/10/2024
3018	Denial of Access to School Premises	9/12/2022
3019	Sale of Disposal of School Property	9/12/2022
3020	Copyright Compliance	9/12/2022
3021	Operation of School Business Office	7/11/2022
3022	Volunteers	9/12/2022
3023	Electronic Records Management	9/12/2022
3024	Booster Clubs and PTO Policy	7/11/2022
3025	Returned Checks	9/12/2022
3026	Handbooks	9/12/2022
3027	Resolution of Conflict Between Parent of School Issues	9/12/2022

3028	Notification of Sex Offenders	9/12/2022
3029	Distribution of Flyers Advertising Non-School Organizations	9/12/2022
3030	Automatic External Defibrillator Program	9/12/2022
3031	Students Electing to Attend School in Adjoining States	9/12/2022
3032	Fees for School District Records	6/10/2024
3033	Intentionally Left Blank	6/10/2024
3035	Chain of Command	9/12/2022
3036	Purchasing (Credit) Card Program	7/11/2023
3039	Threat Assessment and Response	10/10/2022
3040	School Safety and Security	10/10/2022
3041	Crisis Team Duties	10/10/2022
3042	Construction Management at Risk Contacts	10/10/2022
3043	Design Build Contracts	10/10/2022
3044	Incidental or De Minimus Use of Public Resources	10/10/2022
3045	Use of Sniffer Dogs	10/10/2022
3046	Animals at School	10/10/2022
3047	Data Breach Responses	10/10/2022
3048	Communicable Disease	10/10/2022
3049	Drones and Unmanned Aircraft	10/10/2022
3050	Technology in the Classroom	10/10/2022
3051	Opioid Overdose Prevention and Response	10/10/2022
3052	Leasing Personal Property	10/10/2022
3053	Nondiscrimination	6/10/2024
3054	Law Enforcement Unit	10/10/2022
3055	School Resource Officer	10/10/2022
3056	Guest Speakers	10/10/2022
3057	Title IX	10/10/2022
3058	Naming School Facilities and Property	10/10/2022
3059	Audio and Video Recording	6/10/2024

	4000 Series: Staff	
4000	Series Index	
4002	Drug Free Workplace	11/14/2022
4003	Drug Testing of Drivers	7/11/2023
4004	Employment of Relatives	11/14/2022
4005	Communication Between Board and District Employees	11/14/2022
4006	Insurance	11/14/2022
4007	Personnel Records	11/14/2022
4008	Outside Employment	11/14/2022
4009	Restrictions on Employees Receiving Gratuities	7/11/2022
4010	Inclement Weather	7/11/2022
4011	Family Medical Leave Act	6/10/2024
4011.1	Nebraska Family Military Leave Act	11/14/2022
4012	Staff Internet Use	11/14/2022
4013	Greivance Policy	11/14/2022
4015	Employment of Board Members - Allowing Non-Certified Positions and Substitutes	7/11/2022
4016	Jury Duty and Witness in Court	11/14/2022
4017	Relations with Collective Bargaiing Associations	11/14/2022
4018	Corporal Punishment	11/14/2022
4019	Workplace Injury Prevention and Safety Committee	11/14/2022
4020	Ownership of Copyrighted Works	11/14/2022
4022	Certification	11/14/2022
4023	Professional Ethics	11/14/2022
4024	Teachers' Rights, Responsibilities and Duties	11/14/2022
4025	Superintendent	7/11/2022
4027	Part-Time Certificated Employees	11/14/2022
4028	Substitute Teachers	11/14/2022
4029	Salary Schedule for Certificated Employees	11/14/2022
4030	Evaluation of Certificated Employees	12/12/2022

4031	Evaluation of Probationary Certificated Employees	12/12/2022
4032	Professional Growth	12/12/2022
4034	Teacher Handbook	12/12/2022
4037	Reduction in Force	7/11/2022
4038	Classified Staff Defined	12/12/2022
4039	Employment of Classified Staff	12/12/2022
4041	Staff Dress and Appearance	7/11/2022
4042	Employee Social Security Numbers	12/12/2022
4043	Professional Boundaries Between Employees and Students	1/12/2023
4044	Staff Election Conduct	12/12/2022
4045	Milk Expression	7/11/2023
4046	Internet Searches Regarding Potential Employees	12/12/2022
4048	Assessment Administration and Security	12/12/2022
4050	Overtime and Compensatory Time	12/12/2022
4051	Use of Social Media by School District Employees	12/12/2022
4052	Job References to Prospective Employers	12/12/2022
4053	Conflict of Interest	6/10/2024
4054	Reporting Child Abuse or Neglect	12/12/2022
4056	Resignation of Certificated Staff	7/11/2022
4057	Superintendent Evaluation	7/11/2022
4058	Confidentiality in Guidance and Counseling	12/12/2022
4059	Behavioral and Mental Health Training	7/11/2023
4060	School Vehicle Use	7/11/2022
4061	Workplace or Non-Workplace Injuries or Illness and Return to Work	12/12/2022
4062	Locker Room Supervision	1/12/2023
4063	Extra Duty and Extended Contract Assignments for Certificated Staff	7/11/2022
4064	Transporting Students in Employee Vehicles	12/12/2022

	5000 Series: Students	
5000	Series Index	
5001	Compulsory Attendance and Excessive Absenteeism	7/11/2023
5002	Admission of Students	1/12/2023
5003	Admission of Part-Time Students	7/11/2023
5004	Option Enrollment	7/11/2023
5005	Transportation of Option Students	7/11/2022
5006	Foreign Exchange Students	1/12/2023
5007	Enrollment of Expelled Students	1/12/2023
5008	Pregnant or Parenting Students	1/12/2023
5009	Adult Education	1/12/2023
5010	Immunizations	1/12/2023
5011	Physicals and Visual Examinations of Students	1/12/2023
5012	Testing and Assessment Program	1/12/2023
5014	Homeless Students	1/12/2023
5015	Protection of Pupil Rights	1/12/2023
5016	Student Records	7/11/2022
5017	Routine Directory Information	1/12/2023
5018	Parental and Guardian Involvement in Education Practices	7/11/2023
5019	Communicating with Parents	1/12/2023
5020	Rights of Custodial and Non-Custodial Parents	1/12/2023
5022	Investigations, Arrests and Other Student Contact by Law Enforcement and Health and Human Services	7/11/2022
5023	Student Illness	1/12/2023
5024	Medication of Students	1/12/2023
5025	Student Insurance	1/12/2023
5028	Intitiations and Hazing	1/12/2023
5030	Dating Violence	1/12/2023
5031	Student Appearance	1/12/2023

5032	Closed Campus	7/11/2022
5033	Student Driving and Parking	1/12/2023
5034	Handbooks	1/12/2023
5035	Student Discipline	7/11/2023
5036	Lockers	2/13/2023
5037	Student Internet and Computer Use	2/13/2023
5039	Fundraising Activities	2/13/2023
5040	Work Permits	2/13/2023
5041	Student Government	2/13/2023
5042	Bulletin Boards	2/13/2023
5043	School Sponsored Publications	2/13/2023
5044	Safe Pupil Transportation Plan	7/11/2022
5045	Student Fees	7/11/2023
5046	Secret Organizations	2/13/2023
5048	Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)	2/13/2023
5049	Firearms and Weapons	7/11/2023
5050	Reporting Related to Exempt (Home) Schools	2/13/2023
5052	School Wellness	6/10/2024
5054	Student Bullying	7/11/2023
5055	Enrollment in Kindergarten	7/11/2022
5056	Free Expression by Students	2/13/2023
5057	District Title I Parent and Family Engagement Policy	8/14/2023
5059	Emergency Medical Treatment	2/13/2023
5062	Lice and Nits	7/11/2023
5064	Title I Supplement, Not Supplant	7/11/2023
5066	Early Graduation	2/13/2023
5067	Student Assistance Team Process	2/13/2023

6000 Series: Curriculum & Academic Matters		
6000	Series Index	
6001	School Organization	7/11/2022
6002	School Calendar	7/11/2022
6003	Instructional Program	7/11/2023
6004	Curriculum Development	4/10/2023
6005	Academic Credits and Graduation	4/10/2023
6006	Commencement Ceremony	7/11/2022
6007	Senior Recognition	5/8/2023
6008	Class Rank	4/10/2023
6009	Grade Placement and Academic Credits of Transfer Students	4/10/2023
6010	Special Education	4/10/2023
6011	Fire Instruction and Prevention	4/10/2023
6012	Flag Display and Patriotic Observances	4/10/2023
6013	Teaching Controversial Issues	4/10/2023
6014	School Attendance on Days of School Activities	7/11/2022
6015	Summer School	7/11/2022
6016	Homebound and Off-Campus Instruction	4/10/2023
6017	Homework	7/11/2022
6018	Grades	4/10/2023
6020	Multicultural Education	4/10/2023
6021	District Criteria for Selecting Evaluators to be Used for Evaluation and Verification and Independent Educational Evaluations	5/8/2023
6025	Student Cell Phone and Other Electronic Devices	7/11/2022
6026	Emergency Dismissal	5/8/2023

6027	Field Trips	5/8/2023
6028	Extra Curricular Activities Program	7/11/2022
6029	Activity Trips	5/8/2023
6030	Public Appearances of School Groups	5/8/2023
6031	Emergency Exclusion	6/10/2024
6032	Constitution Day Education	5/8/2023
6033	Seclusion and Restraint of Students	5/8/2023
6034	Concussion Awareness	5/8/2023
6035	Athletic Contest Participation by Sixth Graders	5/8/2023
6036	Reading Instruction and Intervention Services	5/8/2023
6037	Selection and Review of Library Media	5/8/2023
6038	Artificial Intelligence	7/11/2023
6040	Prekindergarten (Preschool or Early Childhood) Program	6/10/2024

2009
Public Participation at Board Meetings

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

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

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

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board may require members of the public desiring to address the board to identify themselves.

Adopted on: 8/8/2022
Revised on: _____
Reviewed on: _____