

**Board of Education Regular Meeting  
Monday, June 8, 2026 6:00 PM**

**Bayard High School Library  
726 4th Avenue  
Bayard, NE 69334**

Notice is hereby given that a Board of Education Regular Meeting of the School District of Bayard in the Counties of Morrill, Scotts Bluff, Box Butte, and Banner in the State of Nebraska will be held on Monday, June 8, 2026 at 6:00 PM in the Bayard High School Library located at 726 4<sup>th</sup> Avenue, Bayard, NE 69334, which meeting shall be open to the public. An agenda for such meeting, kept continuously current is available for public inspection during normal business hours at the office of the Superintendent, located at 726 4<sup>th</sup> Avenue, Bayard, NE 69334.

### **AGENDA**

- I. Opening the Meeting
  - I.A. Call to Order
  - I.B. Open Meetings Act
  - I.C. Notice of Meeting
  - I.D. Roll Call
  - I.E. Status of Absent Board Members
  - I.F. Pledge of Allegiance
- II. Approval of Agenda
- III. Public Comments
- IV. Consent Agenda
  - IV.A. Minutes of Previous Meeting
  - IV.B. Bills
  - IV.C. Board Member Reports
  - IV.D. Reports and Correspondence Requiring No Action
    - IV.D.1. General Reports and Financial Reports
    - IV.D.2. Reports for Information Only
  - IV.E. Adoption of Policies on First Reading
    - IV.E.1. Approve adoption of the following policies:
      - 3030 Automatic External Defibrillator Program
      - 4032 Professional Growth
      - 4038 Classified Staff Defined
      - 4056 Resignation of Certified Staff
      - 5048 Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)
      - 6005 Academic Credits and Graduation
      - 6026 Emergency Dismissal
      - 6046 Right to Access to School Library Materials
    - IV.E.1.a. Approve for accurate record in minutes, 5017 Routine Directory Information, 5020 Rights of Custodial and Non-Custodial Parents, 5024 Medication of Students, and 6002 School Calendar (all previously approved, missing from minutes.)
    - IV.E.1.b. Approve updates to the following policies:
      - 2008 Meetings -updated 2026

3003 Bidding - updated 2026  
3003.1 Bidding for Construction, Remodeling, Repair, or Related  
Projects Financed with Federal Funds—updated 2026  
3004.1 Fiscal Management for Purchasing and Procurement  
Using Federal Funds updated 2026  
3048 Communicable Disease — updated 2026  
4017 Relations with Employee Collective Bargaining  
Associations — updated 2026  
4019 Workplace Injury Prevention and Safety Committee —  
updated 2026

- V. Principals and District Administrators
- VI. Superintendent
- VII. Discussion Items
  - VII.A. Office of Civil Rights Voluntary Compliance Report
  - VII.B. Discuss Administrative and Procurement Review of the National School Lunch Program, School Breakfast Program, and other school nutrition programs results and actions.
  - VII.C. Discuss and explain why you should adopt a resolution in July that allows increasing the school district's base growth percentage used to determine the school district's property tax request authority up to 7%, how it ties to future funding.
  - VII.D. Discuss putting language in the sick leave bank that addresses a deadline for application.
- VIII. Action Items
  - VIII.A. Discuss, consider and approve the extra duty assignments for the 2026-27 school year.
  - VIII.B. Discuss, consider and take all necessary action to declare the following vehicles as surplus and for sale.
    - #22 2022 Bluebird 59 passenger VIN 1BAKFCSH8NF3803876
    - #14 2014 Bluebird 47 passenger VIN 1BAKBCPH1EFZ99075
    - #09C 2009 GMC 14 passenger VIN 1GD6C2ACXA1117105
  - VIII.C. Discuss, consider and take all necessary action to accept the offer to purchase
    - Lot 2, Block 6, Original Town of South Bayard, Morrill County, Nebraska.
  - VIII.D. Discuss, consider and take all necessary action to approve the bid from Hiland Dairy for dairy products for the 2026-2027 school year.
  - VIII.E. Discuss, consider and take all necessary action for consultant agreement with Carl Dietz.
  - VIII.F. Discuss, consider and take all necessary action to approve vehicle driving rates for the 2026-27 school year.
  - VIII.G. Discuss, consider and take all necessary action to approve the addition of Hemingford to the softball coop between Alliance and Bayard for the 2026-27, 2027-28 school years.

- VIII.H. Discuss, consider and set a minimum asking price for parcel 100027886 and parcel 100027991 Legal Description 26 21 52 PT Tax Lot 3 (Vacant Trailer Court Lot) in Bayard
- VIII.I. Discuss, consider and take all necessary action to accept the resignation of Jessica Dankowski from the board effective June 8, 2026, and set a timeline for filling the vacancy.
- IX. Set Next Meeting Date
- X. Adjournment

**The Bayard Public Schools Board of Education reserves the right to convene a Closed Session for purposes in accordance with 84-1410(1). The Board of Education also reserves the right to change the order of agenda items at the discretion of the Presiding Officer of the Board of Education.**

# Bayard School Board of Education Annual Calendar

January	February	March	April	May	June
<ul style="list-style-type: none"> <li>* Oath of Office</li> <li>* Board Officer Elections</li> <li>* Designate Depository of the District</li> <li>* Designate Legal Firm for the District</li> <li>* Designate Auditors for the District</li> <li>* Designate Official to Apply for Grants and Testify Before Legislature</li> <li>* Board Code of Ethics</li> <li>* Discuss Board Committees</li> <li>* Approve Policy Manual</li> <li>* Review of Accountability and Disclosure Commission Conflict of Interest Reporting Form</li> <li>* NASB Legislative Issues Conference</li> </ul>	<ul style="list-style-type: none"> <li>* Committee on American Civics Meeting</li> <li>* Policy Committee Meeting</li> <li>* Board Committee Assignments</li> <li>* Review Draft of School Calendar</li> <li>* Curriculum Review and Approve Course Catalog</li> <li>* Approve Negotiated Agreement with BEA</li> <li>* Update on State Standards Requirements</li> <li>* Discuss and Take Action on Compensation of Principals and Directors</li> <li>* NASB President's Retreat</li> <li>* NASB Budget and Finance Workshop</li> <li>* NSBA Advocacy Institute</li> </ul>	<ul style="list-style-type: none"> <li>* Curriculum Committee Meeting</li> <li>* Building Committee Meeting</li> <li>* Approve School Calendar</li> <li>* Adopt Resolution Pertaining to Non-Resident Students</li> <li>* Tour of School Buildings, Facilities, Bus Barn</li> <li>* Review 5 Year Facilities Plan</li> <li>* Consider Curriculum Proposals</li> <li>* Discuss Compensation of Superintendent</li> <li>* NASB Membership Renewal</li> <li>* NAEP State Convention</li> </ul>	<ul style="list-style-type: none"> <li>* Board Workshop</li> <li>* Board Self-Assessment And Board Goals</li> <li>* Approve FFA Trip to National FFA Convention</li> <li>* Review Strategic Plan Progress Report</li> <li>* Take Action on Compensation of Superintendent</li> <li>* NASB Spring Legal Workshop</li> <li>* NRCSA Conference</li> <li>* NSBA Annual Conference and Exposition</li> </ul>	<ul style="list-style-type: none"> <li>* Review Extra-Duty Assignments</li> <li>* Approve Classified Staff Handbook, Preschool Handbook, and Pathfinders Program Handbook</li> <li>* Finalize Plan for District Summer Improvements</li> <li>* Review Pathfinders Program</li> <li>* Distribute Superintendent Evaluation (Long Form)</li> <li>* Attend Graduation Ceremony</li> <li>* Attend Staff Retirement Recognition</li> </ul>	<ul style="list-style-type: none"> <li>* NSAA Related Activities Budget</li> <li>* Approve Activities Handbook for Head Coaches and Sponsors, Student and Parent Activity Handbook, and Student and Parent Handbook</li> <li>* Review State Aid Certification</li> <li>* Transportation Director Report</li> <li>* Evaluate Superintendent (Long Form) and Superintendent Goals</li> <li>* NASB School Law Seminar</li> </ul>

# Bayard School Board of Education Annual Calendar

July	August	September	October	November	December
<ul style="list-style-type: none"> <li>* Policy Committee Meeting</li> <li>* Establish Prices for Athletic Admission and Activity Tickets</li> <li>* Establish Prices for School Lunch and Breakfast Programs</li> <li>* Reaffirm Vision Statement, Mission Statement, and Core Covenants</li> <li>* Approve Certificated Staff Handbook and Substitute Teacher Handbook</li> <li>* Hearing on Student Fee Policy, Parental Involvement Policy, Student Anti-Bullying Policy, and School Wellness Policy</li> </ul>	<ul style="list-style-type: none"> <li>* Budget and Audit Committee Meeting for District Budget</li> <li>* Budget and Audit Committee Meeting with Auditors</li> <li>* Tour of School Buildings, Facilities, and Bus Barn</li> <li>* Authorize Payment of Bills Through End of August</li> <li>* Review Annual Emergency Plan</li> <li>* District School Safety Assessment</li> <li>* Board Welcome of New Staff</li> <li>* Board Staff Steak Fry</li> <li>* NASB Area Membership Meetings</li> </ul>	<ul style="list-style-type: none"> <li>* Budget Hearing</li> <li>* Final Tax Request Hearing</li> <li>* Adopt District Budget</li> <li>* Approve Tax Resolution For General Fund, Special Building Fund, and Bond Fund</li> <li>* Review Summer School Program</li> <li>* NASA/NASB Labor Relations Conference</li> </ul>	<ul style="list-style-type: none"> <li>* Policy Committee Meeting</li> <li>* Board Workshop</li> <li>* Consider BEA Request for Recognition as Bargaining Agent</li> <li>* Discuss Negotiations Timeline and Collective Bargaining with BEA</li> <li>* Review Fall District Enrollment Numbers</li> <li>* Review SPED and HAL Programs</li> <li>* Review Statewide Assessment Results</li> <li>* Appoint NASB Delegate Assembly Representative</li> <li>* NASB Facilities and Construction Workshop</li> </ul>	<ul style="list-style-type: none"> <li>* Committee on American Civics Meeting</li> <li>* Teacher Staff Committee Meeting for Negotiations</li> <li>* Approve Audit/Annual Financial Report</li> <li>* Review ACT Results</li> <li>* Prom Plan Presentation</li> <li>* Review District Annual Report</li> <li>* Request Nominations for the Volunteer Section of the Mike Cillessen Memorial Board</li> <li>* Distribute Superintendent Evaluation (Short Form)</li> <li>* NASB State Education Conference</li> <li>* NASB Delegate Assembly</li> </ul>	<ul style="list-style-type: none"> <li>* Teacher Staff Committee Distributes Staff Recognition Items</li> <li>* Select Nominations for the Volunteer Section of the Mike Cillessen Memorial Board</li> <li>* Superintendent Evaluation (Short Form)</li> <li>* NASB New Board Member Workshop</li> </ul>

## **2012 Board Code of Ethics**

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

Each board member shall:

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

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

Adopted on: 01/12/2026

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

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

# Public Comment Sign-In Sheet

During the public comments portion of the meeting there is a time limit of 5 minutes per speaker and a time limit of 30 minutes for the duration of the public comments portion of the meeting as per Board Policy NO. 9239. Visitors will be required to identify themselves if they speak at this meeting.

Comments will be received in the order in which individuals have placed their names on the sign-in sheet.

The Board will not respond or take action on public comments.

The Board meeting is a business meeting open to the public but it is not a public meeting.

#	Name: (Please Print)	Signature:
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## **Board of Education Regular Meeting with Committee on Civics at 5:30 pm with public comment**

Monday, May 11, 2026 6:00 PM

Bayard High School Library  
726 4th Avenue  
Bayard, NE 69334

Kim Burry:	Present
Jessica Dankowski:	Absent
Randy Eirich:	Present
Bill Ferrero:	Present
Karl Grueber:	Present
Donna Stuart:	Present

### **I. Opening the Meeting**

#### **I.A. Call to Order**

The regular meeting of Bayard Public Schools Board of Education was called to order by President Stuart at 06:00p.m. President Stuart noted a copy of the Board Member Code of Ethics and the Annual Calendar of the Board of Education were included with the meeting materials for board members' reference.

#### **I.B. Open Meetings Act**

The Board President informed the audience that the Open Meetings Act was posted and informed the audience of the Board's policy and procedures regarding public comment.

#### **I.C. Notice of Meeting**

The public notice of the regular meeting of the Bayard Board of Education, Morrill County School District No. 21 was published in the Bayard Transcript in accordance with Board Policy No. 2008. The agenda remained on file at the office of the superintendent and was open for public inspection.

#### **I.D. Roll Call**

The following members were present: Karl Grueber, Kim Burry, Bill Ferrero, Randy Eirich, Donna Stuart  
Administrators present: Superintendent Liggett, Principals Ehler and Rice, and Director Nesbitt.

#### **I.E. Status of Absent Board Members**

**Motion Passed:** Motion to approve the absence of Jessica Dankowski passed with a motion by Kim Burry and a second by Bill Ferrero.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

#### **I.F. Pledge of Allegiance**

### **II. Approval of Agenda**

**Motion Passed:** Motion to approve the agenda passed with a motion by Bill Ferrero and a second by Randy Eirich.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

### **III. Public Comments**

#### **IV. Consent Agenda**

**Motion Passed:** Motion to approve the Consent Agenda and thank Mr. McKibbin for his years of service passed with a motion by Kim Burry and a second by Randy Eirich.

Vote: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

#### **IV.A. Minutes of Previous Meeting**

#### **IV.B. Bills**

#### **IV.C. Board Member Reports**

#### **IV.D. Reports and Correspondence Requiring No Action**

#### **IV.D.1. General Reports and Financial Reports**

#### **IV.D.2. Reports for Information Only**

#### **IV.E. Approval of Contracts within Policy Guidelines**

#### **IV.E.1. Approve a teaching contract for Adam Ostdiek for the 2026-27 school year**

#### **IV.F. Approve the resignation of Randy McKibbin, with appreciation for service**

#### **IV.G. Approve list of graduates for the Class of 2026.**

#### **V. Action Items**

**V.A. Discuss, consider and take all necessary action in regard to approving the following policies and replacing previous versions.**

**4040 Employment Terms Classified Staff**

**6006 Graduation Requirements**

**3052 Leasing Personal Property**

**4027 Part-Time Certified Employees**

**3036 Purchasing (Credit Card) Program**

**3040 School Safety and Security**

**3042 Construction Management At Risk Contracts**

**3043 Design Build Contracts**

**3044 Incidental or De Minimis Use of Public Resources**

**4063 Extra Duty and Extended Contract Assignments for Certified Staff**

**Motion Passed:** Motion to approve the policies as listed passed with a motion by Randy Eirich and a second by Bill Ferrero.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

#### **V.B. Discuss, consider and take all necessary action to approve the 2026 NDE safety review.**

**Motion Passed:** Motion to approve the 2026 NDE Safety Review passed with a motion by Kim Burry and a second by Karl Grueber.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

#### **V.C. Discuss, consider and take all necessary action to approve a teaching contract for Jayden Ralston for the 2026–27 school year, pending her release from a contract on May 12, 2026.**

**Motion Passed:** Motion to approve the teaching contract for Jayden Ralston for the 2026-2027 school year pending her release from a contract passed with a motion by Randy Eirich and a second by Kim Burry.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

**V.D. Discuss, consider and take all necessary action to approve the updated extra duty documents: Certificated Staff Assignment Letter, Volunteer Service Agreement — Community Members, Classified Staff Assignment Agreement—Capped Hours,**

**Motion Passed:** Motion to approve the updated extra duty documents passed with a motion by Kim Burry and a second by Karl Grueber.

Vote: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

**V.E. Discuss, consider and take all necessary action to approve the 2026-2027 Staff Handbook.**

**Motion Passed:** Motion to approve the 2026-2027 Staff Handbook passed with a motion by Randy Eirich and a second by Karl Grueber.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

**V.F. Discuss, consider and take all necessary action to approve the 2026 Wellness Plan and Triennial Review.**

**Motion Passed:** Motion to approve the 2026 Wellness Plan and Triennial Review passed with a motion by Randy Eirich and a second by Kim Burry.

Vote: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

**V.G. Discuss, consider and take all necessary action to approve the softball coop with Alliance.**

**Motion Passed:** Motion to approve the softball coop with Alliance passed with a motion by Bill Ferrero and a second by Randy Eirich.

Votes: Kim Burry: Yea, Randy Eirich: Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

**VI. Discussion Items**

**VI.A. NDE Notification**

The board discussed the NDE Notification Letter that was received.

**VII. Principals and District Administrators**

The Administrators provided their reports to the board.

**VIII. Superintendent**

Ms. Liggett presented her report to the board.

**IX. Curriculum and Instruction**

**IX.A. Jessica Nesbitt - DIEBELS — reading scores and new legislation**

Jessica Nesbitt presented on DIEBELS to the board.

**IX.B. Shania Ashmore and Crystal Batt - STEPS training presentation**

Shania Ashmore and Crystal Batt presented on the STEPS training to the board.

**IX.C. Melanie Dalbey - 2026 Assessment Draft Results**

Melanie Dalbey presented the 2026 Assessment data to the board.

**X. Set Next Meeting Date. June 8, 2026 6:00 p.m.**

**XI. Adjournment**

**Motion Passed:** Motion for adjournment at 7:50p.m. passed with a motion by Kim Burry and a second by Karl Grueber.

Votes: Kim Burry: Yea, Randy Eirich absent, Yea, Bill Ferrero: Yea, Karl Grueber: Yea, Donna Stuart: Yea

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Secretary

**Bayard Public Schools**

**6/8/2026**

**GENERAL FUND**

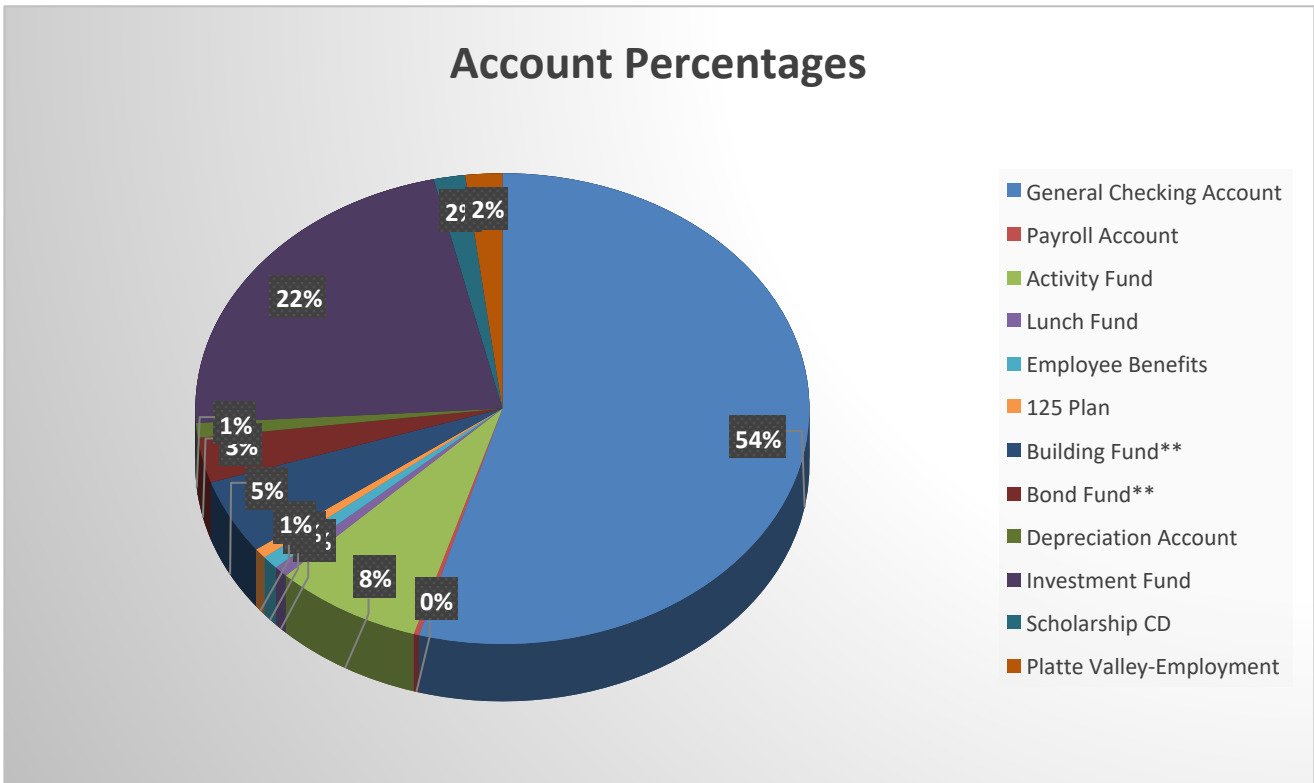
<b>Vendor Name</b>	<b>GL Acct #</b>	<b>Description</b>	<b>Amount</b>
ACCO BRANDS USA LLX	01 2220 610 001 001 1	library annual buy	229.10
	<b>Total</b>		<b>229.10</b>
AGC Education, Inc	01 3300 610 000 000	42x100 roll of paper	356.00
	01 3300 610 000 000	Maintenance Cartridge	120.00
	<b>Total</b>		<b>476.00</b>
AL'S MARKET	01 3300 610 000 000	cooking club	25.31
	01 3300 610 000 000	cooking club	25.70
	01 3300 610 000 000	water for field trips	7.98
	<b>Total</b>		<b>58.99</b>
ALARM SECURITY TECHNICIANS	01 2620 352 002 002 2	ast monitoring	28.95
	01 2620 352 001 001 1	ast monitoring	28.95
	<b>Total</b>		<b>57.90</b>
Amazon Capital Services	01 2610 610 002 002 2	Splitter	6.98
	01 2610 610 002 002 2	N95 masks	18.99
	01 2620 610 001 001 1	water pump for greenhouse	139.99
	01 1190 610 000 000 0	https://www.amazon.	8.99
	01 1190 610 000 000 0	https://www.amazon.	26.99
	01 1190 610 000 000 0	https://www.amazon.com/Colorful-	9.99
	01 1190 610 000 000 0	https://www.amazon.com/Watercolor-	27.69
	01 1190 610 000 000 0	https://www.amazon.com/MERDTTES-	8.99
	01 1100 610 002 002 2	https://www.amazon.com/Henoyso-	133.84
	01 1100 610 002 002 2	https://www.amazon.com/Henoyso-	27.99
	01 3300 610 000 000	48 Pack Light Up Party Favors for Birthd	35.14
	01 3300 610 000 000	800Pcs Party Favors for Kids 6-12, Fidge	22.99
	01 3300 610 000 000	4 Rolls Clear Contact Paper, Plastic Boo	9.89
	01 3300 610 000 000	1200 Sheets Tissue Paper, 20 Colors 10"	25.99
	01 3300 610 000 000	1000 Pack Water Balloons with Refill Kit	7.99
	<b>Total</b>		<b>512.44</b>
AMPLIFY	01 1100 810 001 001 1	mClass grades 4-6	385.00
	<b>Total</b>		<b>385.00</b>
ANDERSON'S	01 1190 610 000 000 0	https://www.alphabetu.com/accessories/ta	97.33
	<b>Total</b>		<b>97.33</b>
BAYARD AUTOMOTIVE	01 2710 610 000 000 0	Bus #09c - Driver side inside dual flat.	25.00
	01 2710 610 000 000 0	DEF	26.18
	01 2710 610 000 000 0	Bus #09c - 22 inch windshield wipers	26.10
	01 2710 610 000 000 0	Bus #22 - 19 inch windshield wiper	20.20
	01 2730 352 000 000 0	Large Tire Flat Fix	35.00
	01 2730 352 000 000 0	Oil Bath Wheel Seal	72.71
	01 2730 352 000 000 0	Defective Wheel Seal	(72.71)
	01 2710 610 000 000 0	Lucas Slick Mist Car Care Kit: Interior	33.31
	<b>Total</b>		<b>165.79</b>
BAYARD PUBLIC SCHOOLS - LUNCH	01 1370	prek meals may26	938.55
	<b>Total</b>		<b>938.55</b>
BENZEL PEST CONTROL	01 2620 352 001 001 1	pest control	121.86
	01 2620 352 002 002 2	pest control	121.85
	<b>Total</b>		<b>243.71</b>
BLACK HILLS ENERGY	01 2610 621 002 002 2	#462419 heating fuels	988.17
	01 2610 621 001 001 1	#2421155 heating fuels	1,685.82
	<b>Total</b>		<b>2,673.99</b>
CANNON FINANCIAL SERVICES	01 1100 352 001 001 1	copier rental	129.50
	01 1100 352 002 002 2	copier rental	129.50
	<b>Total</b>		<b>259.00</b>
CARDMEMBER SERVICE	01 1100 610 001 001 1	charging block for Trinidad's calculator	88.36
	01 2510 810 000 000 0	canva	12.99
	<b>Total</b>		<b>101.35</b>
CENTURY LINK	01 2510 382 000 000 0	telephone	171.61
	<b>Total</b>		<b>171.61</b>
CITY OF BAYARD	01 2610 621 000 000 0	#31200 electric	39.00
	01 2610 621 001 001 1	#75400 electric	6,656.90
	01 2610 410 001 001 1	#75400 utilities	1,066.15
	01 2610 621 002 002 2	#75600 electric	399.03
	01 2610 410 002 002 2	#75600 utilities	1,825.92
	<b>Total</b>		<b>9,987.00</b>
COMFORT INN - KEARNEY	01 1160 330 000 000 0	data conf	139.95
	01 1200 330 003 000 0	training lodging steps	220.00
	<b>Total</b>		<b>359.95</b>
CULLIGAN WATER CONDITION	01 2620 352 001 001 1	r/o	90.00

	01 2620 352 002 002 2	r/o	<u>29.50</u>
	<b>Total</b>		<b>119.50</b>
E3 DIAGNOSTICS	01 1160 810 000 000	CALIBRATION TYMPH	<u>308.85</u>
	<b>Total</b>		<b>308.85</b>
EAKES OFFICE SOLUTIONS	01 2510 610 000 000 0	envelopes	167.95
	01 2610 610 002 002 2	Black stripping pads	18.75
	01 2610 610 002 002 2	Maroon Pads	<u>216.64</u>
	<b>Total</b>		<b>403.34</b>
EDUCATIONAL SERVICE UNIT #10	01 1200 330 003 000 0	steps training	<u>80.00</u>
	<b>Total</b>		<b>80.00</b>
EDUCATIONAL SERVICE UNIT #13	01 2190 591 000 000 0	mips	160.00
	01 1100 330 001 001 1	new teacher academy	75.00
	01 2120 591 001 001 1	psych non sped secondary	1,386.00
	01 2120 591 001 001 1	additional psych non sped secondary	297.00
	01 2580 810 000 000 0	26-27 soc software	1,221.96
	01 1100 382 000 000 0	dl	754.00
	01 1160 591 000 000 0	neva	708.33
	01 1100 382 000 000 0	erate	300.00
	01 2161 591 003 002 2	elem ot	2,905.36
	01 2162 591 003 000 0	3-5 ot	2,123.36
	01 2182 591 003 000 0	3-5 low vision	425.00
	01 2183 591 003 000 0	0-2 low vision	127.50
	01 1292 591 003 000 0	0-2 low vvision sup	10.20
	01 1292 591 003 000 0	ot 0-2 sup	101.20
	01 2163 591 003 000 0	0-2 ot	1,265.00
	01 2151 591 003 002 2	elem speech	318.62
	01 2171 591 003 002 2	elem pt	292.50
	01 2171 591 003 001 1	secondary pt	119.70
	01 2181 591 003 001 1	secondary low vision	467.50
	01 2181 591 003 002 2	elem low vision	439.45
	01 1200 330 003 000 0	sped inservice	64.40
	01 1200 591 003 002 2	elem ot sup	232.43
	01 1200 591 003 001 1	secondary low vision	37.40
	01 1200 591 003 000 0	sup sa esu programs	226.91
	01 1200 591 003 000 0	district consult	1,300.00
	01 1200 591 003 002 2	elem sup low vision	35.16
	01 1200 591 003 001 1	panhandle beginninqs	5,180.00
	01 1200 591 003 001 1	lifelink	2,300.00
	01 1200 591 003 002 2	meridian a	920.00
	01 1200 591 003 002 2	sup elem speech	25.49
	01 1200 591 003 002 2	sup elem pt	23.40
	01 1200 591 003 001 1	sup secondary pt	9.58
	01 1200 591 003 001 1	sup additional psych secondary	231.66
	01 1291 591 003 000 0	3-5 sup ot	169.87
	01 1291 591 003 000 0	3-5 sup vision	34.00
	01 2141 591 003 001 1	secondary psych	2,772.00
	01 2141 591 003 001 1	additional secondary psych	<u>2,895.75</u>
	<b>Total</b>		<b>29,955.73</b>
EVERWAY LLC	01 1200 810 003 002 2	read/write text help	<u>768.04</u>
	<b>Total</b>		<b>768.04</b>
FNBO CARD	01 1100 330 001 001 1	data conf meals	24.83
	01 2710 610 000 000 0	bus parts	116.07
	01 2510 531 000 000 0	postage	21.75
	01 2510 531 000 000 0	mailchimp	13.00
	01 1100 810 001 001 1	edpuzzle	13.50
	01 2510 610 000 000 0	Paper & envelopes	119.26
	01 1200 330 003 000 0	steps training fuel	52.41
	01 1100 610 001 001 1	Helium	<u>19.17</u>
	<b>Total</b>		<b>379.99</b>
GRIZZLY INDUSTRIAL INC	01 1100 610 001 001 1	Grizzly Power Sander and consumable	<u>2,609.00</u>
	<b>Total</b>		<b>2,609.00</b>
HOFF, ANGIE	01 2710 626 000 000 0	Bus #11 Diesel Speedee Mart - Kearney -	<u>163.10</u>
	<b>Total</b>		<b>163.10</b>
IDEAL LINEN SUPPLY	01 2610 610 002 002 2	mops mats raqs	560.57
	01 2610 610 001 001 1	mops mats raqs	<u>303.99</u>
	<b>Total</b>		<b>864.56</b>
IDEAL/BLUFFS FACILITY SOLUTIONS	01 2610 610 002 002 2	5 gallon Wax buckets	2,627.68
	01 2610 610 002 002 2	E-61 floor cleaner	132.79
	01 2610 610 002 002 2	E-62 Food safe cleaner	125.68
	01 2610 610 002 002 2	statement balance	<u>83.20</u>
	<b>Total</b>		<b>2,969.35</b>
INFINITE CAMPUS	01 1100 735 001 001 1	26-27 sis	3,779.78
	01 1100 735 002 002 2	26-27 sis	<u>3,779.77</u>
	<b>Total</b>		<b>7,559.55</b>

INSTRUMENTALIST CO., THE	01 1100 610 001 001 1	instrumentalist award	93.00
	<b>Total</b>		<b>93.00</b>
James, Steven	01 2710 810 000 000 0	Steven James Bus/CDL Renewal reimb	60.00
	<b>Total</b>		<b>60.00</b>
Kajeet Inc	01 1100 810 001 001 1	Student Unlimited (annual plan)	279.72
	<b>Total</b>		<b>279.72</b>
KUSKIE STATION LLC	01 2710 626 000 000	fuel	2,982.85
	<b>Total</b>		<b>2,982.85</b>
MATH LEARNING CENTER, THE	01 1100 610 002 002 2	Bridges Math workbooks	2,205.50
	<b>Total</b>		<b>2,205.50</b>
MCGRAW-HILL	01 1100 610 001 001 1	Reveal Math 6-12 with ALEK diagnostic pr	22,159.50
	<b>Total</b>		<b>22,159.50</b>
MCI COMM SERVICE	01 2510 382 000 000 0	telephone	8.32
	<b>Total</b>		<b>8.32</b>
MENARDS	01 1100 610 001 001 1	supplies to finish stools	27.50
	01 1100 610 001 001 1	qt. of silver paint for stain room	16.46
	<b>Total</b>		<b>43.96</b>
NORTHWEST EVALUATION ASSOCIATION	01 1100 352 001 001 1	map growth	802.50
	01 1100 352 002 002 2	map growth	802.50
	<b>Total</b>		<b>1,605.00</b>
Rowe, Brandy	01 3599 610 000 000 0	garden supplies reimb	27.38
	<b>Total</b>		<b>27.38</b>
SCHOOL NURSE SUPPLY INC.	01 1160 610 000 000	halyard lavender nitrile powder-free exa	261.30
	01 1160 610 000 000	nampon nosebleed stoppers, 12 ct, adult	47.48
	01 1160 610 000 000	nampon nosebleed stoppers, 12 ct, kids	47.48
	01 1160 610 000 000	BZK antiseptic towelettes, 5x7, 100ct	16.95
	01 1160 610 000 000	super sani-cloth germicidal disposable w	61.50
	01 1160 610 000 000	emesis bags, 24 ct	53.10
	01 1160 610 000 000	children's acetaminophen, liquid, 160mg,	4.36
	01 1160 610 000 000	children's acetaminophen, chewable table	35.10
	01 1160 610 000 000	children's acetaminophen, chewable table	35.88
	01 1160 610 000 000	acetaminophen tablets, 100ct, 325mg	14.20
	01 1160 610 000 000	acetaminophen extra strength, 100ct, 500	12.36
	01 1160 610 000 000	junior strength ibuprofen chewable table	37.02
	01 1160 610 000 000	ibuprofen tablets, 100ct	18.00
	01 1160 610 000 000	children's ibuprofen liquid, dye free	7.59
	01 1160 610 000 000	medikoff sugar-free drops, 300ct	42.75
	01 1160 610 000 000	calcium antacid tablets, assorted flavor	21.06
	01 1160 610 000 000	children's allergy liquid, cherry, 4 oz	3.32
	01 1160 610 000 000	children's relief capsules, 24 ct	4.99
	01 1160 610 000 000	hydrocortisone cream, 1%, 144ct	35.16
	01 1160 610 000 000	hydrocortisone cream, 1%, 1 oz squeeze t	9.99
	01 1160 610 000 000	anti-itchy cream, 1 oz tube	6.82
	01 1160 610 000 000	nutri-grain breakfast bars, 1.3 oz bars	17.10
	01 1160 610 000 000	life saver mints, 50 oz	22.75
	01 1160 610 000 000	germs are not for sharing	11.35
	01 1160 610 000 000	nursing 2025-2026 drug handbook, 45th	55.58
	<b>Total</b>		<b>883.19</b>
SCOTT DECHANT ELECTRIC LLC	01 2620 352 001 001 1	replace welder outlet	90.00
	<b>Total</b>		<b>90.00</b>
SIGN GLASSES LLC	01 1200 591 003 002 2	remote interpreting	84.00
	01 1200 591 003 002 2	remote inerpreting	84.00
	01 1200 591 003 002 2	remote interpreting	252.00
	<b>Total</b>		<b>420.00</b>
SIMMONS OLSEN LAW FIRM P.C.	01 2330 317 000 000 0	legal fees	660.00
	<b>Total</b>		<b>660.00</b>
SOAR PEDIATRIC THERAPY, LLC	01 2173 591 003 000 0	0-2 pt	196.52
	01 2172 591 003 000 0	3-5 pt	1,583.33
	01 2151 591 003 002 2	sa pt	1,460.31
	<b>Total</b>		<b>3,240.16</b>
TIME MANAGEMENT SYSTEMS	01 2510 810 000 000 0	timeclock	179.40
	<b>Total</b>		<b>179.40</b>
Wurdeman, Marjorie	01 2710 330 000 000 0	mileage reimb transportation conf	183.43
	<b>Total</b>		<b>183.43</b>
JOHNSON CONTROLS BUILDING	03 4700 720 000 000	condenser fan room 104	2,088.50
	03 4700 720 000 000	troubleshoot chiller hot high water temp	2,589.76
	<b>Total</b>		<b>4,678.26</b>
		<b>General Fund Total</b>	<b>\$98,020.13</b>
		<b>Building Fund</b>	<b>\$4,678.26</b>
		<b>Payroll</b>	

BAYARD PUBLIC SCHOOL  
 TREASURER REPORT  
 BANK STATEMENT BALANCES as of May 31,2026

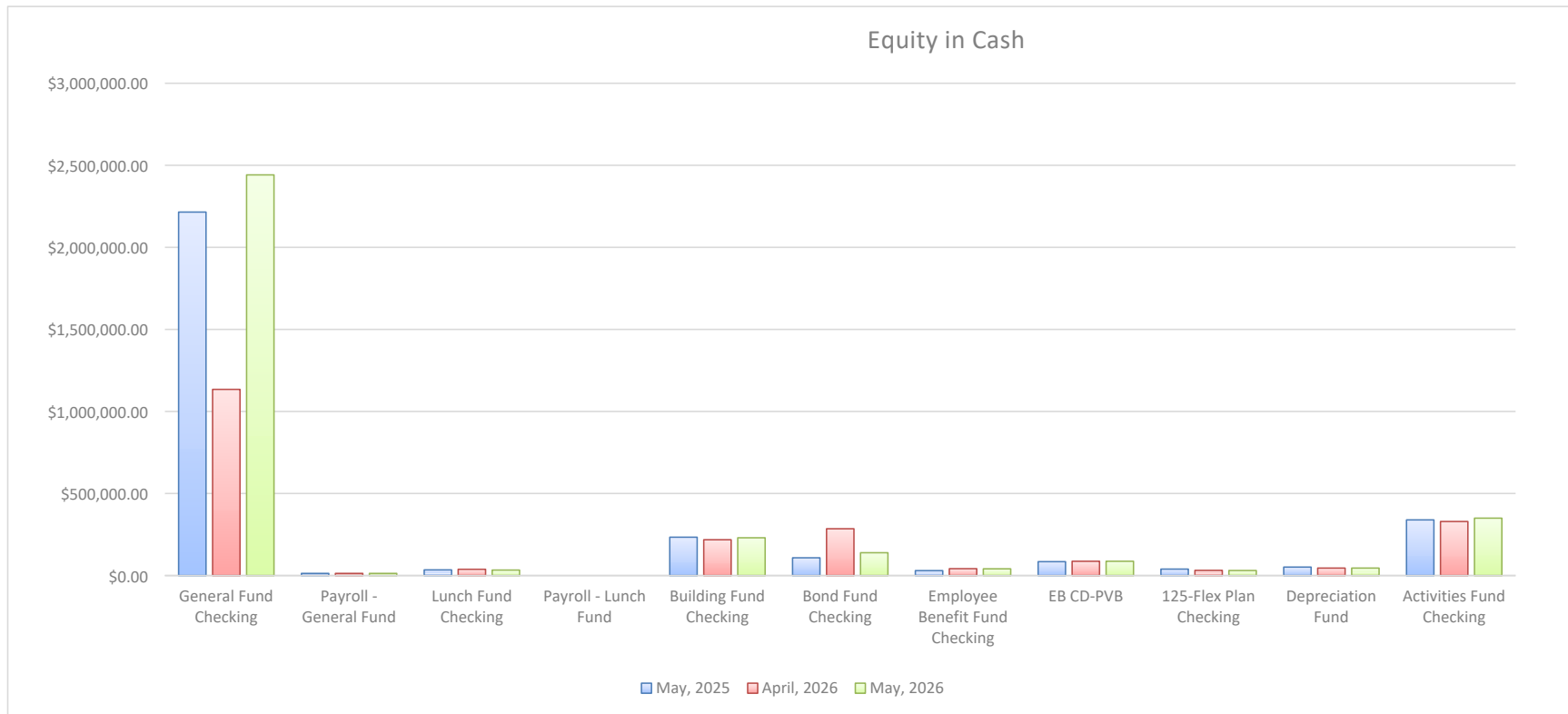
General Checking Account	\$	2,441,564.56	
Payroll Account	\$	13,104.89	
Activity Fund	\$	349,762.28	
Lunch Fund	\$	33,450.24	
Employee Benefits	\$	40,961.62	
125 Plan	\$	30,769.40	
Building Fund**	\$	230,163.66	
Bond Fund**	\$	139,071.09	
Depreciation Account	\$	45,554.10	
Investment Fund	\$	1,004,498.57	
Scholarship CD	\$	74,291.11	
Platte Valley-Employment	\$	87,123.16	
	\$		4,490,314.68



# Bayard Public Schools

Equity in Cash  
May 31, 2026

Fund	Fund #	May, 2025 PRIOR YEAR BALANCE	April, 2026 PRIOR MONTH BALANCE	May, 2026 REVENUES	May, 2026 EXPENSES	May, 2026 ENDING BALANCE
General Fund Checking	01-101	\$2,214,962.36	1,134,565.48	2,255,323.28	(948,324.20)	\$2,441,564.56
Payroll - General Fund	01-104	\$13,104.89	\$ 13,104.89	414,547.25	(414,547.25)	\$ 13,104.89
Lunch Fund Checking	02-101	\$34,564.47	38,186.74	24,363.63	(29,100.13)	\$33,450.24
Payroll - Lunch Fund	02-104	\$0.00	0.00	11,635.10	(11,635.10)	\$0.00
Building Fund Checking	03-101	\$233,634.44	218,208.31	11,955.35	0.00	\$230,163.66
Bond Fund Checking	04-101	\$108,100.45	285,198.32	65,900.27	(212,027.50)	\$139,071.09
Employee Benefit Fund Checking	05-101	\$30,047.23	41,803.50	398.87	(1,240.75)	\$40,961.62
EB CD-PVB	05-106-1000	\$84,567.12	87,123.16	0.00	0.00	\$87,123.16
125-Flex Plan Checking	05-107	\$39,371.04	31,735.50	6,238.30	(7,204.40)	\$30,769.40
Depreciation Fund	06-101	\$51,567.68	45,515.44	38.66	0.00	\$45,554.10
Activities Fund Checking	07-101	\$339,178.35	329,366.01	42,458.67	(22,062.40)	\$349,762.28
Scholarship CD	07-114	\$54,256.56	74,291.11	0.00	0.00	\$74,291.11
Investment Fund	06-105	\$0.00	704,498.57	300,000.00	0.00	\$1,004,498.57
<b>TOTAL</b>		<b>\$3,203,354.59</b>	<b>\$ 3,003,597.03</b>	<b>\$ 3,132,859.38</b>	<b>\$ (1,646,141.73)</b>	<b>\$4,490,314.68</b>



## **3030 Automatic External Defibrillator (AED) Program**

An automatic external defibrillator (AED) is a portable device used to induce electrical stimulation to the heart muscle in the event of a potential cardiac arrest. The school district has a limited number of AEDs in its facilities. The location of the AEDs will be determined by the AED Program Coordinator in consultation with members of the school district administration and the local fire/EMS department. The presence of AEDs in certain locations in selected district buildings does not imply that AEDs will generally be available in all locations or in all district buildings. Likewise, the district does not make any promise, express or implied, that a trained staff member will be available to operate the AED in the event of a potential cardiac arrest.

### **1. Equipment**

Equipment shall be an automated external defibrillator in working condition that meets standards established by the Federal Food and Drug Administration and is in compliance with the manufacturer's maintenance schedule. Gifts, grants and donations, including in-kind donations, designated for obtaining an automated external defibrillator, or for inspection, maintenance or training in the use of an automated external defibrillator will be accepted and placed into a special district account to assist in obtaining and maintaining AEDs.

When the school acquires an AED it will notify the local emergency medical service of the existence, location, and type of the AED, and will notify EMS of any change in the location of such defibrillator. If an AED is located in a bus or other school vehicle, only the primary site where the vehicle or object is located will be reported to EMS.

### **2. Program Coordinator**

a. The School District's AED Program Coordinator is the superintendent of schools.

b. The Program Coordinator may:

i. Consult with the school's administration and the medical advisor to develop a written protocol for the use of AEDs, and post such protocol near each AED

ii. Select employees for AED training

- iii. Arrange for appropriate training of anticipated users at least annually
- iv. Maintain a training schedule that includes the names of those trained and dates both of current training and dates for recertification.
- v. Check equipment according to the manufacturer's guidelines and take appropriate action in the event of any variance or need
- vi. Maintain on file a specification sheet on each approved AED model
- vii. Monitor the effectiveness of this system
- viii. Communicate with medical director on issues related to medical emergency response program including post-event reviews
- ix. Coordinate with the local fire department and police department
- x. Take appropriate steps after an AED event, including sharing of data with appropriate medical and EMS personnel, cleaning, replacing or recharging components of the AED as appropriate.

### 3. Medical Oversight

- a. The medical advisor of the AED program is Dr. Laux, MD.
- b. The medical advisor has ongoing responsibility for:
  - i. Providing medical direction for use of AEDs
  - ii. Writing a prescription for AEDs
  - iii. Reviewing and approving guidelines for emergency procedures related to use of AEDs and cardio pulmonary resuscitation
  - iv. Evaluation of post-event review forms and digital files downloaded from the AED

#### 4. Volunteer Responders

Anyone may, at their discretion, provide voluntary assistance to victims of medical emergencies. The extent to which these individuals respond shall be appropriate to their training and experience, and may include CPR, AED or medical first aid.

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

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

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

**4032**  
**Professional Growth**

Every six years, permanent certificated employees shall give evidence of professional growth. Six semester hours of college credit shall be accepted as evidence of professional growth.

The board of education believes the goal of professional self-improvement to be inherent in the responsibilities of each certificated district employee.

Other professional growth activities which may count toward the six-year requirement include non-credit courses, lecture series, workshops, conferences, study groups, local in-service courses, committee service, supervising a student teacher, serving with professional groups, travel of significant educational value, and membership in professional organizations. The employee must receive prior approval from the building principal for any of these activities to count toward professional growth.

No professional growth units will be awarded if the applicant has been paid for a non-college activity either by released time or by an additional amount paid by the school district.

One unit of professional growth credit will generally be equivalent to ten hours of personal time spent on an educational activity.

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

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

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

**4038**  
**Classified Staff Defined**

The term "classified staff" means all employees other than certificated teachers and administrators. Classified staff employees are employed at will, and their employment may be amended or terminated at any time and without any cause.

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

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

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

**5017**  
**Routine Directory Information**

The school district shall disclose the following as routine directory information pertaining to any past, present or future student who is, has been, or will be regularly enrolled in the district.

- Name and grade
- Name of parent and/or guardian
- Address
- Telephone number, including the student's cell phone number
- Email address
- Date and place of birth
- Dates of attendance
- The image or likeness of students in pictures, videotape, film or other medium
- Major field of study
- Participation in activities and sports
- Degrees and awards received
- Social media usernames or handles
- Weight and height of members of athletic teams
- Most recent previous school attended
- Certain class work which may be published onto the Internet
- Classroom assignment and/or home room teacher
- Student ID number, user ID, or other unique personal identifier used by the student for purposes of accessing or communicating in electronic systems, but only if the identifier cannot be used to gain access to education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user.

Directory information does not include a student's social security number.

Upon request, the district will provide military recruiters and institutions of higher education with the names, addresses, and telephone numbers of high school students unless a student's parents have notified the district in writing that they do not want this information disclosed without their prior

written consent. Military recruiters will be granted the same access to a student in a high school grade as is provided to postsecondary educational institutions or to prospective employers of such students.

Within 30 days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within 30 days following such enrollment, the district will notify parents and guardians each year of their rights under this policy and the Family Educational Rights and Privacy Act. Parents will be given an opportunity to prevent the release of this directory information by filing a written objection with the district.

When a student reaches 18 years of age, the permission or consent required of and the rights accorded to the parents or guardians of such student under this policy shall only be required of and accorded to such student. Within 30 days prior to or following the commencement of each school year and, for a new student who enrolls after the commencement of a school year, within 30 days following such enrollment, each school district shall notify each student who is at least 18 years of age or who will reach 18 years of age during such school year of (1) the option to make a written request to the school district that routine directory information for such student not be released in response to a request made by a military recruiter without such student's written consent and (2) that any such request made previously by a parent or guardian for such student expires upon the student reaching 18 years of age.

Adopted on:

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

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

## 5020

### **Rights of Custodial and Non-Custodial Parents**

The school district will honor the parental rights of natural and adoptive parents unless those rights have been altered by a court.

The term "custodial parent" refers to a biological or adoptive parent to whom a court has given primary physical and legal custody of a child, and a person such as a caseworker or foster parent to whom a court has given legal custody of a child.

The district will not restrict the access of custodial and non-custodial parents to their students and their students' records, unless the district has been provided a copy of a court order that unambiguously prohibits access to the records or child by either parent. If the district is provided such a court order, school officials will follow the directives set forth in the order.

The district will provide the custodial parent with routine information about his or her child, including notification of conferences. The district may not provide the non-custodial parent with such information on a routine basis, but will provide it upon the non-custodial parent's request unless it has been denied by the courts.

A non-custodial parent who wishes to attend conferences regarding his or her child will be provided information about conference times so both parents may attend a conference. The district is not required to schedule separate conferences if both parents have been previously informed of scheduled conference times.

If either or both parents' behavior is disruptive, staff members may terminate a conference and reschedule it with appropriate modifications or expectations.

Adopted on:

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

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

## **5024 Medication of Students**

Whenever possible, parents should arrange medication schedules to eliminate the need for giving medication during school hours. When it is necessary for school personnel to administer medication to students, the school district will comply with the Nebraska Medication Aide Act, the requirements of Title 92, Nebraska Administrative Code, Chapter 59, (promulgated by the Nebraska Department of Education and entitled *Methods of Competency Assessment of School Staff Who Administer Medication*), and all state and federal regulations. Parents and guardians who wish to have their child receive medication from school personnel must comply with the following procedures:

### **1. Prescription medication**

- a. Parents/guardians must provide a physician's written authorization for the administration of the medication.
- b. Parents/guardians must provide their own written permission for the administration of the medication.
- c. The medication must be brought to school in the prescription container and must be properly labeled with the student's name, the physician's name, and directions for administering the medication.

### **2. Non-prescription medication**

In Stock, Over The Counter Medications include Acetaminophen, Ibuprofen, Antacid (Tum's), and cough drops. If other OTC medications not listed as in stock need to be administered, a doctor's note must be accompanied with the OTC medication. In addition, if in stock or other OTC medications need to be administered for greater than 2 days, a doctor's note needs to be provided for long term dispersal.

- a. Parents/guardians must provide written permission for the administration of the medications
- b. The medication must be brought to the school in the manufacturer's container.
- c. The container must be labeled with the child's name and with directions for the provision or administration of the medication

The district reserves the right to review and decline requests to administer or provide medications that are not consistent with standard pharmacological references, are prescribed in doses that exceed those recommended in standard pharmacological references, or that could be taken in a manner that would eliminate the need for giving them during school hours. The district may request parental authorization to consult with the student's physician regarding any medication prescribed by such physician.

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

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

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

**6002**  
**School Calendar**

The superintendent shall propose the calendar for each school year. The board will approve and/or amend the proposed calendar. The calendar shall provide for sufficient instructional time to meet or exceed the requirements of state statutes and regulations, and should provide time for staff orientation, in-service and curriculum work.

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

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

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

**6026**  
**Emergency Dismissal**

The superintendent or his/her designee is responsible for determining when school and/or extracurricular activities should be cancelled or dismissed due to severe weather or other emergency conditions. Coaches and/or sponsors may not conduct practices on days that school is cancelled without first securing the superintendent's specific permission.

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

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

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

**5048**  
**Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)**

School employees will comply with the requirements of the NDE Rule 59 protocol entitled, "Emergency Response to Life Threatening Asthma or Systemic Allergic Reactions (Anaphylaxis)" (Protocol) to address incidents of anaphylaxis involving students at school when those students do not have existing response plans. For students with individual self-management plans, Section 504 plans, or Individualized Education Programs (IEP) addressing asthma or anaphylaxis responses, school employees will comply with those plans. The district shall procure and maintain the equipment and medication necessary to implement the Protocol.

The superintendent shall obtain the required signature(s) of one or more Prescribing Health Care Practitioners on the Protocol form. The superintendent shall publish this policy and Protocol in each student and employee handbook.

The superintendent shall arrange to have a qualified medical professional train employees, and for training updates as necessary. This may be a medical doctor, qualified school nurse, or other person qualified to train staff on the medication of students.

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

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

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

## **2008 Meetings**

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

### 1. Types of Meetings

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

### 2. Notice

**Method of Publishing Notice of Meetings.** The board will publish reasonable advanced notice of all meetings on its website. The notice will contain a statement that the current agenda is available for inspection at the Superintendent's office during normal business hours. The Superintendent or designee may but is not required to provide information about meetings in other ways, such as social media or posting notices in physical locations in the district.

**Publication of Notice Method and Regular Meeting Schedule.** Four times per year, in a newspaper of general circulation, the board will publish its regular meeting schedule, location of regular meetings, and the designated method of publishing meeting notices.

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. 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 meeting minutes 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.

The Superintendent will make a copy of the Open Meetings Act available at all meetings.

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

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

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

## **3003**

### **Bidding for Construction, Remodeling, Repair, or Site Improvement**

#### **I. Applicability of this policy.**

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

This policy applies to all other purchases and contracts made by the school district for construction, remodeling, repair and other site improvements.

#### **II. Projects with an Estimated Cost of Less than \$136,000**

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$136,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- 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.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$136,000 they must follow the formal procedures outlined in this policy.

#### **III. Formal Bidding for Major Purchases and Construction**

- A. Pursuant to section 73-106 of the Nebraska statutes, the board will advertise for bids when the contemplated expenditure of the project

exceeds \$136,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

B. In projects that involve professional engineering or architecture, the board will have a registered professional engineer or architect prepare the plans, specifications, and estimates when the anticipated cost of the project exceeds \$144,000.

C. Advertising for Bids

1. The superintendent or designee will arrange to advertise for bids under this section 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 in this policy shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

D. 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 invitation for bids will be sufficiently certain and specific, will include any specifications and pertinent attachments, and will define the items or services in order to allow the bidder to properly respond.
3. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.
4. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.
5. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.
6. Sealed bids will be opened in a place and at the specific time

stated in the bid form. Bidders shall be notified of the opening and invited to be present.

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.
- E. Any or all bids may be rejected if there is a sound documented reason
- F. 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.

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

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

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 \$15,000 (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 \$15,000. 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 \$15,000 and \$350,000 (Simplified Acquisition Procedures)**

Simplified acquisitions are purchases that, in the aggregate amount, are more than \$15,000 and less than \$350,000 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 \$350,000**

#### **a) Sealed Bids (Formal Advertising)**

For purchases over \$350,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement. If sealed bids are not accepted for a purchase of over \$350,000, the district will retain an explanation for that decision.

#### **b) Contract/Price Analysis**

The District performs a cost or price analysis in connection with every procurement action in excess of \$350,000, 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 \$350,000.

#### **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 \$10,000, 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 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. The Superintendent or his/her designee will utilize sales procedures which ensure the highest possible return on the disposal of the equipment.

## **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.

## **L. Reporting and Recording Federal Property Interest**

The district will comply with federal interest reporting and submit annual reports, if required, regarding a real property interest due to a renovation, major remodeling, construction, or real property project funded by federal grant funds.

## **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. The District takes reasonable cybersecurity and other measures to safeguard information including protected personally identifiable information.

### **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 200, Subpart E. 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.

### **E. Travel Costs**

All travel expenses paid with federal grant funds shall meet the federal requirements such as:

- (1) All travel costs must be reasonable and necessary;
- (2) All travel costs must be consistent with District policy; and
- (3) All travel costs must be directly related to the grant award.

In addition, all travel expenses funded with federal grant funds must be preapproved by the Superintendent or designee. The state per diem rates for lodging shall be used to determine that maximum amount charged to a federal grant. For reimbursement of meals, the per diem rate and rules set by the State of Nebraska through the Nebraska Department of Administrative Service's Expense Reimbursement Document "ERD"

Guidelines will apply. There will be no reimbursement for breakfast if the staff member's lodging provides continental breakfast at no cost. For reimbursement for mileage or fuel, the State of Nebraska mileage rate will apply. If a District-owned vehicle is available for travel, the District-owned vehicle must be utilized unless preapproved by the Superintendent or designee. All expenditures claimed by staff must include receipts and a completed voucher.

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

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

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

## **3048 Communicable Disease**

The district strives to provide a safe environment for both students and staff while safeguarding the rights of all students and employees, including those with communicable diseases. The district complies with Neb. Rev. Stat. §§ 79-217 to 79-223 and Title 173 Nebraska Administrative Code, Chapter 3.

**Definitions.** Terms used in this policy have the meanings given in 173 NAC 3-002. A “reportable communicable disease” means a disease that must be reported under 173 NAC, Chapter 1.

**Signs and Symptoms; Sending Students Home.** Staff will watch for signs and symptoms of contagious or infectious disease. These signs and symptoms include fever, flushed face, headache, body aches, unexplained tiredness, loss of appetite, stomach ache, nausea, vomiting, diarrhea, convulsions, sore throat, nasal congestion or discharge, unexplained skin eruption, and sore or inflamed eyes. The district will notify the parent or guardian of the student’s signs or symptoms. Upon notice, the parent or guardian must immediately cooperate with the district to arrange safe transportation home or another appropriate caregiver for the student. The district will report any failure to reasonably cooperate with the district to the Department of Health and Human Services or local law enforcement as appropriate.

**Notice to School Authority.** When the district sends a student home for a suspected contagious or infectious disease, the principal or school nurse will notify the superintendent or designee without delay.

**Reports to Public Health.** The school nurse, or a person acting in the capacity of a school nurse, will report each case or suspected case of a reportable communicable disease. The report must go to the local public health department or the Nebraska DHHS Division of Public Health as provided in 173 NAC 1-007.04.

**Exclusion From School.** The district will exclude a student with a confirmed communicable disease for at least the minimum isolation period in Attachment 1 to 173 NAC, Chapter 3. The student must be free of acute signs and symptoms. The student must be fever-free for 24 hours without fever-reducing medication before returning to school.

**School Attendance and Participation in School Sponsored Activities.** The district will provide educational services to a student diagnosed with a communicable disease as required by law. The district will restrict the

student as needed to prevent the spread of disease, to protect the student's health and privacy, and to protect others. Participation in Nebraska School Activities Association (NSAA) events is subject to NSAA rules and the provisions of the district activity handbook.

**Infection and Exposure Control Procedures/Universal Precautions.**

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

**Outbreaks.** In an outbreak or epidemic of a communicable disease, the superintendent may exclude students, reassign students, or close one or more schools. The superintendent will coordinate with the local health department and the Nebraska Department of Health and Human Services as needed.

**Confidentiality.** The district will keep information about a person's communicable disease confidential. The district will share information only with staff on a need-to-know basis. When the district must inform a person about another person's condition, the district will inform that person of the duty to keep the information confidential. The district will communicate about a student's communicable disease consistent with the student's IEP or Section 504 Plan, if any.

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

Adopted on: \_\_\_\_\_  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **4017**

### **Relations with Employee Collective Bargaining Associations**

The board of education recognizes the right of staff members to belong to professional employee organizations. The board will negotiate with organizations that have been certified or recognized in accordance with public employee bargaining statutes. The board or administration will coordinate with certified or recognized organizations for purposes of collective bargaining.

The district will allow professional employee organizations to make reasonable use of district facilities for meetings outside the district's and the employees' work hours. With administrative approval, organizations may use district resources, post notices of meetings, and provide other information on bulletin boards designated for this purpose, and use district email and mailboxes for delivery of information specific to the organization. Organizations must pay for all supplies used, damage caused, or the loss or theft of borrowed property.

For purposes of recruiting new members, organizations may host or attend certain meetings of certificated staff outside the district's and the employees' work hours. Attendance at any staff meetings does not include all-staff, building-level, committee, or other meetings called by the district, unless those meetings are open to other organizations or if required by law.

Unless otherwise specified in this policy or permitted law, organizations will be treated equally, and the district will not designate any day or break by reference to any specific organization.

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

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

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

**4056**  
**Resignation of Certificated Staff**

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements. Unless otherwise required by law or contract, the following resignation requirements apply.

Staff members who submit their resignations to the board of education by the earlier of (a) April 15th or (b) the date designated in a written request of the school board or the administrators to accept employment for the next school year pursuant to section 79-829 (provided that such acceptance date may not be earlier than March 15<sup>th</sup> of each year) will be released from the next school year's contract. Staff members who refuse to fulfill their contractual obligations will be reported to the Commissioner of Education.

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

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

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

## **4019 Workplace Injury Prevention and Safety Committee**

The school district is committed to providing and maintaining a safe work environment, and to taking reasonable precautions for the safety of the students, employees, visitors, and all others having business with this school district. Every employee should show concern for the safety of fellow employees, students, and members of the public. The district shall have a safety committee as required by Nebraska law. Members of the safety committee may be established through the collective bargaining process.

The committee will adopt and maintain a written injury prevention program. The committee will participate in the development of safety education, training, and the establishment of safety rules, policies and procedures pursuant to this policy, the district's written injury prevention program, or as otherwise provided by law. Training for employees will be conducted annually.

The workplace injury prevention and safety committee will maintain minutes of all meetings and file them in the district office. The committee will implement accident investigation, record keeping procedures, safety rules, safety and health training, and policies. The district will maintain records for at least three years, or longer if directed by the Department of Labor.

The committee will meet at least once every three months or more frequently in the event of an employee complaint or of a job-related injury or death. The workplace injury prevention and safety committee will keep written minutes of all meetings, and provide a copy to the superintendent or designee who will maintain the minutes in the district's administrative offices for a period of at least three years, unless otherwise instructed by the Department of Labor.

The workplace injury prevention and safety committee will develop an injury prevention plan and present it to the board. The plan should be developed and presented in the spirit of employees working together in a cooperative, non-adversarial effort to promote safety at the work sites within the district.

The superintendent or designee will assure that the safety training for employees is reviewed annually or more frequently, if needed. He or she will provide the following, as set forth in the initial written Employer's Injury Prevention Plan:

1. Initial safety orientation on rules, policies, and job specific procedures for new employees or employees who are assuming new and different duties within the school district, if appropriate.
2. Job specific training for employees before they perform potential hazardous work.
3. Periodic refresher training and dissemination of information on an annual basis, or more frequently if so designated by the administrator, for employees regarding the injury prevention plan of the unit and safety rules, policies, and procedures pertaining to safety within the school district.

In the event of a death in the workplace, the workplace injury prevention and safety committee will forward to the Department of Labor within 15 working days a copy of any review of the matter made by the workplace injury prevention and safety committee.

The superintendent or designee will establish or cause to be established record-keeping procedures to control and maintain all accident and injury records pertaining to accidents and injuries within the district or activities under the control of the district. Such records will be kept for at least three years, or longer if so advised by the Department of Labor.

The workplace injury prevention and safety committee will confer with the district's crisis team and will review the district's All-Hazard School Safety Plan upon its adoption by the crisis team.

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

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

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

**6005**  
**Academic Credits and Graduation**

Graduation Requirements for Bayard High School are the successful completion of 260 hours. Each class earns 5 hours per semester.

The total number of credits must include at least the number of hours listed in the following areas:

English—40 semester hours

Mathematics—30 semester hours

Science—30 semester hours

Social Science—30 semester hours

American History—10 semester hours required

American Government—10 semester hours required

Physical Education—10 semester hours

Personal Finance—5 semester hours

Computer Science—5 semester hours (starting with Class of 2028)

FAFSA Completion

Community Service—8 hours Sophomore Year, 8 hours Junior Year, and 8 hours Senior Year

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

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

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



June 3, 2026

Lori Liggett, Superintendent  
Bayard Public Schools

RE: Voluntary Compliance Plan

Superintendent Liggett,

On January 21 & February 24, 2026, representatives of the Nebraska Department of Education reviewed Bayard High School. The purpose of this review was to conduct a civil rights review to determine the compliance status of Bayard High School's career and technical programs and educational offerings in regard to ***Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Vocational Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990 (ADA), and the Vocational Education Program Guidelines for Eliminating Discrimination and Denial of Services on the Basis of Race, Color, and National Origin, Sex and Handicap (Guidelines)***.

Issues of noncompliance were found, and recommendations made by the civil rights reviewers and were detailed in the ***Letter of Findings (LOF)*** sent to you on April 7, 2026.

On June 1, 2026, we received Bayard High School's ***Voluntary Compliance Plan (VCP)*** which detailed how and when the school would remedy the noncompliance issues. Your Voluntary Compliance Plan has been **accepted**. We look forward to receiving evidence showing that noncompliance issues have been corrected. We ask that you submit digital proof with pictures and/or documentation to show all corrective actions have been completed.

After all noncompliance issues have been corrected and we have digital proof of completion, you will receive a letter stating that all issues of noncompliance have been corrected, and no further action is required. Please submit your evidence of completion after all corrections have been made to Kevin Dahlman, Nebraska Department of Education, Office of Career and Technical

DR. BRIAN L. MAHER, COMMISSIONER



TEL 402.471.2295  
FAX 402.471.0117



P.O. Box 94987  
Lincoln, NE 68509-4987



[education.ne.gov](http://education.ne.gov)



Education, 500 S. 84<sup>th</sup> St. 2<sup>nd</sup> Floor Lincoln, NE 68510 or send via email to [kevin.dahlman@nebraska.gov](mailto:kevin.dahlman@nebraska.gov).

Please be advised of the district's continuing obligation to be in compliance with all civil rights requirements. If NDE can do anything to assist you and your staff with future compliance issues, please contact Kevin Dahlman 531-510-2871 [kevin.dahlman@nebraska.gov](mailto:kevin.dahlman@nebraska.gov) or Lilly Blase 531-207-2426 [lilly.blase@nebraska.gov](mailto:lilly.blase@nebraska.gov).

Sincerely,

Kevin Dahlman  
MOA Coordinator  
Office of Career, Technical, and Adult Education  
Nebraska Department of Education

Nebraska Department of Education:  
Administrative and Procurement Review Letter of Closure SY 25-26

June 4, 2026

Ms. Lori Liggett, Superintendent  
Bayard Public School  
726 4<sup>th</sup> Avenue  
Bayard, NE 69334-0607

Dear Superintendent Liggett:

I want to thank you and your staff for your hard work and cooperation during the SY 2025-2026 Administrative Review and Procurement Reviews of the Child Nutrition Programs operated in your organization. You were all very helpful and accommodating during this process, and it was a pleasure to work with you.

During the review process; Findings were identified in the areas listed below. That the SFA has since responded to and provided corrective action documentation:

- # 300: Meal Counting and Claiming
- # 400: Meal Components and Quantities
- # 800: Civil Rights
- # 900: SFA Onsite Monitoring
- #1200: Professional Standards
- #1400: Food Safety, Storage, and Buy American
- #1500: Reporting and Recordkeeping
- #1700: Afterschool Snack Program

The Administrative Review identified overclaims of breakfasts and after school snacks due to counting and claiming errors. Fiscal Action will be assessed by Nebraska Department of Education for the following Amounts:

**AFTER SCHOOL SNACK PROGRAM:**

March 2026- \$7.56 – Overclaim of After School Snacks for Month of Review

**SBP**

March 2026 - \$1,818.86 – Overclaim of Breakfasts for Month of Review

This Fiscal Action will be disallowed from the next program payment. If no payments remain for the current program year, the SFA is required to submit a check or money order for the overclaim amount. Payment must be rendered to: Treasurer, State of Nebraska.

Please submit payment by July 2, 2026, to the following address:

Nebraska Department of Education  
Attention: Central Accounting  
301 Centennial Mall South  
P.O. Box 94987  
Lincoln, NE 68509-4987

If you disagree with the fiscal action identified above and wish to appeal the action, please notify the NDE of your wish to appeal within 15 days of receipt of this notice. The Administrative Review Appeal Procedures are enclosed. The Administrative Review will be closed after the collection of the fiscal action.

Thank you again for your time and attention. Your team was great to work with; and we truly appreciate your hard work and the services you provide to your community. If you have any questions, please do not hesitate to email or call: [phodges@cnresource.com](mailto:phodges@cnresource.com) or (480) 210-9727.

Sincerely,



Phyllis Hodges  
Contract Coordinator  
CN Resource LLC  
1930 N. Arboleda, Suite 101 | Mesa AZ, 85213  
O: 480-210-9727  
[Cnresource.com](http://Cnresource.com)

*Experienced partners providing dependable program oversight*

This message is private and confidential. If you have received this message in error, please notify us and remove it from your system.

CC : Ms. Renee Harter, Food Service Director  
Ms. Bobbie Stuart, Business Manager  
Kayte Partch, Assistant Administrator, Coordinated Student Support Services Director,  
Child Nutrition Programs

This institution is an equal opportunity provider.

**Sick Leave Bank Request Form  
Bayard Public Schools**

**Guidelines and Limitations to the Use of the Sick Bank**

**Membership**

Any employee wishing to be eligible to receive days from the sick leave bank must donate one full day of sick leave or PTO to the sick leave bank to initiate membership. Membership will be taken only during the first five days of a contracted year. The maximum number of days in the bank will not exceed 180 days for carryover. Donated days may not be withdrawn if membership is dropped. No bank member shall be required, for purposes of maintaining status as a member in the sick leave bank, to contribute more sick leave or PTO days than other members. Members may donate up to a total of 10 PTO or sick leave days at the beginning of the year. Members may donate more than one day at other times when needed, upon agreement of BEA Executive Committee and Superintendent. An employee or his/her designee must request leave from the bank by completing this form and submitting it to the Superintendent. Valid applications for sick bank leave will be acted upon by the BEA Executive Committee and the Superintendent. A majority agreement is needed for sick bank leave approval. Sick bank leave will be acted upon as needed throughout the year. Days requested from the sick bank will be considered in chronological order.

**Guidelines and Limitations**

\_\_\_ A. Any member who has used up the entire amount of their accumulated PTO and sick days may request additional days of sick leave from the bank. Members must use all sick days, PTO, vacation, and personal days before requesting from the bank.

\_\_\_ B. Days may be granted for such situations as extended personal illness, serious illness of a spouse or a child, unusual need for bereavement days, or emergency situations in the family.

\_\_\_ C. The sick leave bank is not intended to cover routine appointments of a non emergency nature.

\_\_\_ D. A maximum of 20 days may be used for normal pregnancy and delivery. Additional days for complicating conditions from pregnancy or childbirth may be covered under guideline letter B.

\_\_\_ E. Employees are limited to a maximum of 30 days per year. The Committee and Superintendent reserve the right to allow additional days under extreme or unusual circumstances.

\_\_\_ F. Employees eligible for or receiving workers compensation benefits for a work-related injury will not be able to draw days from the sick bank for absences due to such injury.

\_\_\_ G. An employee must incur two absences per year without pay before being entitled to use of the sick leave bank. The committee reserves the right to waive this provision under extreme or unusual circumstances.

\_\_\_ I. No employee who is eligible for or receiving long term disability benefits may receive days from the sick bank.

Dates Requested \_\_\_\_\_

State your reasons for the request. You should also attach supporting documentation for the dates requested.

By signing I certify that the above statements are true and I authorize the committee to check my history of sick bank leave requests.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Extra-Duty Assignments for 2026-2027

### Full Year Activities

Annual	Head	Jessica Klassen
Band	Director	Emily Stegman
Cheerleading	Co-Sponsors	Kadee Armstrong/Mary Saucedo Volunteering/non-paid
Class of 2027 and Graduation	Sponsor	Linde Rafferty
Class of 2027 and Graduation	Sponsor	Justin Rafferty
Class of 2027 and Graduation	Sponsor	Kathryn Beberniss
Class of 2028 and Prom Sponsors	Sponsor	Jessica Klassen
Class of 2028 and Prom Sponsors	Sponsor	Kathleen Guitguit
Class of 2028 and Prom Sponsors	Sponsor	Bobbie Stuart
Class of 2029	Sponsor	Sharon Schluterbusch
Class of 2029	Sponsor	Colton Ehler
Class of 2029	Sponsor	Brandon Stuart
Class of 2030	Sponsor	Justin Reinmuth
Class of 2030	Sponsor	Steven James
Class of 2030	Sponsor	Jonic Trinidad
Class of 2031	Sponsor	Adam Ostdiek
Class of 2031	Sponsor	Mykayla Torres
Class of 2031	Sponsor	Stephanie Barker
Class of 2032	Sponsor	Elliot Reish
Class of 2032	Sponsor	Kimberly Ferguson
Class of 2032	Sponsor	Emily Stegman
Educators Rising Sponsor	Head	Mykayla Torres
Elementary Home Work Club		
Elementary Home Work Club		
Elementary Home Work Club		
Elementary Home Work Club		
Elementary Leader in Me/Student Council	Sponsor	Cheryl Ferrero
Elementary Leader in Me/Student Council	Sponsor	
eSports	Sponsor	Jeff Erdman
FFA Advisor	Advisor	Justin Rafferty
Newspaper	Sponsor	Stephanie Barker
High Ability Learner (HAL) Coordinator	Coordinator	Justin Reinmuth 7-12
Home Work Club - High School	Sponsor	
Honor Society Advisor	Advisor	Sharon Schluterbusch
HOSA (Health Occupations Students of America)	Sponsor	Zach Nesbitt - Volunteer non paid
School Improvement Coordinator	Coordinator	
SkillsUSA Sponsor	Sponsor	
Student Council (Elementary)	Shared Sponsor	
Student Council (Elementary)	Shared Sponsor	
Student Council (Jr./Sr. High)	Head Sponsor	Linde Rafferty
Student Council (Jr./Sr. High)	Assistant Sponsor	Justin Rafferty

Quiz Bowl	Sponsor	Linde Rafferty
Vocal	Director	Emily Stegman
Webpage Coordinator	Coordinator	Sharon Schluterbush
Weights(Zero Hour??)	Lead	
<b>Fall Activities</b>		
Cross Country	Head Coach	Candace Ehler
Cross Country	Assistant Coach	Alex Araujo
Football	Head Coach	Colton Ehler
Football	Assistant Coach	Elliot Reish
Football	Assistant Coach	Mike Simons
Girls Golf	Coach	Cindy Korrell
Jr. High Football	Head Coach	Mike Simons
Jr. High Football	Assistant Coach	Elliot Reish
Jr. High Volleyball	Head Coach	Breanna Smith
Jr. High Volleyball	Assistant Coach	Julie Cochran
One Act Plays	Director	Kara Ireson
Softball	Head Coach	
Softball	Assistant Coach	
Volleyball	Head Coach	Shayley Wamboldt
Volleyball	Assistant Coach	Pam Willey
<b>Winter Activities</b>		
Boys Basketball	Head Coach	Mike Simons
Boys Basketball	Assistant Coach	Brandon Stuart
Girls Basketball	Head Coach	Colton Ehler
Girls Basketball	Assistant Coach	Lexi Fiscus
Jr. High Boys Basketball	Head Coach	Brandon Stuart
Jr. High Boys Basketball	Assistant Coach	Adam Ostdiek
Jr. High Girls Basketball	Head Coach	Grace Dobrinski
Jr. High Girls Basketball	Assistant Coach	Brandon Stuart
Jr. High Wrestling	Coach	Justin Reinmuth
Jr. High Wrestling	Coach	Elliot Reish
Jr. High Girls Wrestling	Head Coach	Justin Reinmuth
Jr. High Girls Wrestling	Assistant Coach	Bobbie Stuart
Speech	Head Coach	Tressa White
Wrestling - Boys	Head Coach	Garrett Schukei
Wrestling - Boys	Assistant Coach	Kolby Houchin
Wrestling - Girls	Head Coach	Justin Reinmuth
Wrestling - Girls	Coaches Assistant	
<b>Spring Activities</b>		
Boys Golf	Coach	Elliott Reish

Destination Imagination - Secondary	Sponsor	Jeff Erdman
Destination Imagination - Coordinator	Sponsor	Madi Simons
Jr. High Boys Track	Head Coach	Brandon Stuart
Jr. High Boys Track	Assistant Coach	Mike Simons
Jr. High Girls Track	Head Coach	Colton Ehler
Jr. High Girls Track	Assistant Coach	Grace Dobrinski
Track - Boys	Head Coach	Mike Simons
Track - Boys	Assistant Coach	Garrett Schukei
Track - Girls	Head Coach	Brandon Stuart
Track - Girls	Assistant Coach	Terri Stuart



2901 Cuming Street  
Omaha, NE 68131  
(402) 344-4321 phone  
(402) 346-0277 fax  
[www.HilandDairy.com](http://www.HilandDairy.com)

May 7, 2026

Bayard Public Schools  
PO Box 607  
Bayard, NE 69334

Per your request, we are pleased to submit the following bid on dairy products for the 2026-2027 school year.

<u>Unit</u>	<u>Product</u>	<u>Esc/De-Esc Pricing</u>
½ pint	Whole White Carton	\$0.5238
½ pint	2% White Carton	\$0.5088
½ pint	1% White Carton	\$0.4988
½ pint	Skim Chocolate Carton	\$0.5152
½ pint	2% Chocolate Carton	\$0.5352
½ pint	Skim Strawberry Carton	\$0.5152
5Lbs.	Lowfat Cottage Cheese	\$12.5280
5Lbs.	Sour Cream	\$9.6890
4 oz.	Orange Juice	\$0.3270
4 oz.	Apple Juice	\$0.3007
5lbs.	Yogurt	\$8.4132

This bid is for Escalating/De-escalating. Please see attached clause for monthly cost adjustment factors for Esc/De-Esc pricing. **You can view nutritional information for all Hiland school products at <https://www.hilanddairy.com/products/school-milk>.**

The bid is (choose one)  awarded to Hiland Dairy or  declined and awarded to \_\_\_\_\_

Name and Title \_\_\_\_\_

Contact Phone \_\_\_\_\_ Email \_\_\_\_\_

Date \_\_\_\_\_ First Delivery Date \_\_\_\_\_

Please complete and scan this bid along with all competing bidder's information to: [dbiere@hilanddairy.com](mailto:dbiere@hilanddairy.com).

Thank you,

David Biere, Branch Manager  
Western Nebraska  
Phone: (308)520-4182  
[dbiere@hilanddairy.com](mailto:dbiere@hilanddairy.com)

### **Milk Escalator / De-Escalator Pricing Clause (DFA Supplied)**

The pricing quoted is based on **May's 2026** Federal Milk Marketing Order for Class I Skim and Class I Butterfat. This pricing is subject to change as the cost of raw milk changes each month according to the USDA Federal Milk Market Price Announcements and Dairy Farmers of America.

The cost of milk fluctuates up and down each month based on the cost changes in raw milk. Changes of a minimum of \$.10 per CWT (up or down) will move the cost of a half pint \$ .00054.

Prices will also be adjusted up or down based on cost changes in packaging, ingredients, labor, fuel, juice concentrate, re-sale products (ex. Tropicana, Sport Shake), etc. Supporting documentation will be supplied upon request.

All price changes will become effective on the 1<sup>st</sup> day of the month following the price announcement.

## **Driving Pay Rates 2026-27**

### **Route Buses/Suburbans**

Possess a Passenger and School Bus Endorsement CDL- \$31

Operator's License Class O Level 1 14 passenger drivers - \$27

Operator's License Class O drivers suburbans/cars \$27

\$15.00 non-driving time (sit time at activities) coaches sponsors exempt.

Activity Drivers operators license Class O \$15 each way (no sit time)

## SPORTS COOPERATIVE AGREEMENT

This Agreement ("Agreement") is made and entered into by **Box Butte County School District 07-0006**, commonly known as **Alliance Public Schools** (referred to herein as "**Alliance**"), and **Morrill County School District 64-**, commonly known as **Bayard Public Schools** (referred to herein as "**Bayard**") and **Box Butte County School District 07-**, commonly known as Hemingford Public Schools. The parties are referred to collectively as the "School Districts."

WHEREAS, the School Districts intend to submit an application for a Cooperative Sponsorship Agreement for girl's softball with the Nebraska School Activities Association (NSAA) and desire to expand upon the terms of that agreement;

WHEREAS, the School Districts intend to continue the Agreement for Cooperative Sponsorship for a minimum of [2] years;

WHEREAS, the School Districts will each expend funds for equipment, uniforms, and other goods and supplies in order to participate in the Agreement for Cooperative Sponsorship that each party would like to recover in the event one of the other School Districts does not continue the Agreement for Cooperative Sponsorship for at least five years;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed by the parties as follows:

1. **Recitals.** The foregoing Recitals are hereby incorporated into and made a part of this Agreement.
2. **Condition Precedent.** This agreement, and each and every term herein, shall only be effective and enforceable if the application for a Cooperative Sponsorship Agreement for girls softball is approved by the Nebraska School Activities Association (NSAA).
3. **Term.** This Agreement shall have a term of 2 year(s), commencing on July 1, 2026, and ending on June 30, 2028. Subsequently, this Agreement shall automatically renew from year to year for an additional one-year term unless one of the parties gives written notice to the others on or before March 1 of its intention to terminate it at the conclusion of the then-current contract term.

4. **Personal Property Acquisition and Staffing.** Alliance shall bear the cost of acquiring any personal property that is needed or required for the implementation of this Agreement or the Agreement for

Cooperative Sponsorship, and shall retain ownership of such property in the event that this agreement is terminated. Alliance shall also bear the cost of any staffing necessary for the implementation of this Agreement or the Agreement for Cooperative Sponsorship, and shall retain authority over any individual assigned to perform duties in furtherance of this Agreement or the Agreement for Cooperative Sponsorship.

5. **Reimbursement for Student Participation.** At the conclusion of each athletic season governed by the terms of this agreement, Bayard shall reimburse Alliance in the sum of \$250 for each Bayard student who participated in the cooperatively sponsored sport at any point during the preceding athletic season.
6. **Nondiscrimination.** The School Districts shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.
7. **Employment Eligibility Verification.** The School Districts shall use a federal immigration verification system to determine the work eligibility status of employees hired on or after October 1, 2009 and who are physically performing services within the State of Nebraska. If a School District employs or contracts with any subcontractor in connection with this Agreement, the contracting party shall include a provision in the contract requiring the subcontractor to use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska.
8. **Notice.** A School District giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or electronic mail (to the respective Board Presidents, with receipt confirmed). Notice shall be sent to the following addressees at the following addresses:

Alliance Public Schools: Troy Unzicker, Superintendent  
1604 Sweetwater Avenue  
Alliance, NE 69301

Bayard Public Schools: Zach Nesbitt, Superintendent  
726 4th Ave  
Bayard, NE 69334

Hemingford Public Schools: Travis Miller,  
Superintendent  
Hemingford, NE

Notice is effective only if the party giving the Notice has complied with this section.

9. **Amendment and/or Extension of Agreement.** The School Districts may amend or extend this agreement. Any such amendment or extension shall require the approval of both boards of education and shall be in writing.
10. **Severability.** If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.
11. **Counterparts.** The School Districts may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all the School Districts need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other school district. This Agreement is effective upon delivery of one executed counterpart from each School District to the other. In proving this Agreement, a School District must produce or account only for the executed counterpart of the School District to be charged.
12. **Assignment.** The School District shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated in this Agreement to any other person or entity without the previous written consent of the other party.
13. **Entirety of Agreement.** This Agreement contains the School District's entire agreement. It fully supersedes any and all prior agreements or understandings between them pertaining to the subject matter hereof.

**Alliance Public Schools**

---

\_\_\_\_\_ Date: \_\_\_\_\_, 2026

Tim Kollars, Board President

**Bayard Public Schools**

\_\_\_\_\_ Date: \_\_\_\_\_, 2024

Donna Stuart, Board President

Hemingford Public Schools

\_\_\_\_\_ Date: \_\_\_\_\_, 2026

Board President

Board Member \_\_\_\_\_ moved to approve the following resolution and Board Member \_\_\_\_\_ seconded its adoption: Resolution Approving Cooperative Sponsorship Agreement

WHEREAS, a proposed Agreement has been negotiated and drafted regarding the cooperative sponsorship of a joint high school Softball program.

WHEREAS, a copy of the proposed draft is attached and incorporated by reference.  
NOW, THEREFORE, BE IT RESOLVED by the School Board of School District No. 07-0006 as follows:

1. That the attached Cooperative Sponsorship Agreement do and hereby is approved.
2. That the Chair and Clerk are hereby authorized to execute the attached Cooperative Sponsorship Agreement and to make the required application to the Board of Directors of the Nebraska School Activities Association; and
3. That this resolution shall be effective only upon the adoption of a similar resolution by the Governing Board or School Board of the cooperating school(s) or school district(s).

The motion for adoption of the foregoing resolution by \_\_\_\_\_ was duly seconded by Board Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof, and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Secretary, Board of Education





Parcel Information	
<b>Parcel ID:</b>	100027991
<b>Map Number</b>	
<b>State Geo Code</b>	1937-26-0-35185-000-0000
<b>Cadastral #</b>	-55-1
<b>Images</b>	<a href="#">Photo #1</a>
<b>Current Owner:</b>	MORRILL COUNTY SCHOOL DIST # 62-0021 BAYARD PUBLIC SCHOOL PO BOX 607 BAYARD, NE 69334
<b>Situs Address:</b>	
<b>Tax District:</b>	80
<b>School District:</b>	BAYARD 21, 62-0021
<b>Account Type:</b>	Exempt
<b>Legal Description:</b>	26 21 52 PT TAX LOT 5 (VACANT TRAILER COURT LAND)
<b>Lot Width:</b>	N/A
<b>Lot Depth:</b>	N/A
<b>Total Lot Size:</b>	41895.00 sq ft

Assessed Values				
Year	Total	Land	Outbuilding	Dwelling
2025	\$32,715	\$32,715	\$0	\$0
2024				

2025 Tax Levy	
Description	Rate
BAYARD 21	1.04114600
COUNTY HOSP BOND (>2017)	0.01197900
SD 21 BOND	0.05070200
ESU # 13	0.01572100
BAYARD CEM.	0.04263100
BAYARD	0.36594900
WESTERN NE COMM COLLG	0.02100700
NRD	0.04322600
MORRILL COUNTY	0.28599500

5 Year Sales History
No previous sales information is available (for the past 5 years).

**Property Classification**

<b>Status:</b>	Improved	<b>Location:</b>	Urban
<b>Property Class:</b>	Exempt	<b>City Size:</b>	800-2,500
<b>Zoning:</b>		<b>Lot Size:</b>	20,001 sq. ft. - .99 ac.

**Property Notes**

<u>Date</u>	<u>Note</u>
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**Land Information**

<u>Lot Width (ft)</u>	<u>Lot Depth (ft)</u>	<u>Description</u>	<u>Lot Size</u>
0.00	0.00	41,895.00 SQ. FEET	41895.00 sq ft

**Dwelling Data**

<u>Description</u>	<u>Units</u>	<u>Value</u>
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**Outbuilding Data**

<u>Description</u>	<u>Units</u>	<u>Year Built</u>	<u>Cost</u>
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**Photo/Sketch**





Parcel Information	
<b>Parcel ID:</b>	100027886
<b>Map Number</b>	
<b>State Geo Code</b>	1937-26-0-35185-000-0000
<b>Cadastral #</b>	-55-1
<b>Images</b>	<a href="#">Photo #1</a> <a href="#">Photo #2</a> <a href="#">Photo #3</a>
<b>Current Owner:</b>	MORRILL COUNTY SCHOOL DIST # 62-0021 BAYARD PUBLIC SCHOOL PO BOX 607 BAYARD, NE 69334
<b>Situs Address:</b>	
<b>Tax District:</b>	80
<b>School District:</b>	BAYARD 21, 62-0021
<b>Account Type:</b>	Exempt
<b>Legal Description:</b>	26 21 52 PT TAX LOT 3 (VACANT TRAILER COURT LAND)
<b>Lot Width:</b>	N/A
<b>Lot Depth:</b>	N/A
<b>Total Lot Size:</b>	29700.00 sq ft

Assessed Values				
Year	Total	Land	Outbuilding	Dwelling
2025	\$25,705	\$25,705	\$0	\$0
2024				

2025 Tax Levy	
Description	Rate
BAYARD 21	1.04114600
COUNTY HOSP BOND (>2017)	0.01197900
SD 21 BOND	0.05070200
ESU # 13	0.01572100
BAYARD CEM.	0.04263100
BAYARD	0.36594900
WESTERN NE COMM COLLG	0.02100700
NRD	0.04322600
MORRILL COUNTY	0.28599500

5 Year Sales History
No previous sales information is available (for the past 5 years).

Property Classification			
<b>Status:</b>	Improved	<b>Location:</b>	Urban
<b>Property Class:</b>	Exempt	<b>City Size:</b>	800-2,500
<b>Zoning:</b>		<b>Lot Size:</b>	20,001 sq. ft. - .99 ac.

Property Notes	
Date	Note

Land Information			
Lot Width (ft)	Lot Depth (ft)	Description	Lot Size
0.00	0.00	29,700.00 SQ. FEET	29700.00 sq ft

Dwelling Data		
Description	Units	Value

Outbuilding Data			
Description	Units	Year Built	Cost

Photo/Sketch	
	