

Centura Board of Education Regular Meeting
Monday, January 13, 2025 6:00 PM
Centura Board Room
P.O. Box 430
Cairo, NE 68824

Agenda

1. Call the meeting to order
2. Pledge of Allegiance and Recognition of Nebraska Open Meetings Act
3. Centura Mission Statement: Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.
4. Centura Vision Statement: A community about students, excellence and innovation
5. Roll call - excuse/not excuse board members who are absent
6. Election of Board President
7. Board Reports
 - 7.1. Oath of Office
 - 7.2. Election of Board Vice President
 - 7.3. Election of Board Secretary
 - 7.4. Election of Board Treasurer
 - 7.5. Appointment of Board Recording Secretary
 - 7.6. Review Policy 2012 Board Code of Ethics
 - 7.7. Review Policy 2005 Board Conflict of Interest forms
8. Recognition of visitors and public comment per Centura Public Schools Policy No. 2004-12
9. Discuss monthly financial report
10. Approval of Consent Agenda
 - 10.1. Minutes from previous month's meeting(s)
 - 10.2. General Fund Claims - \$631,389.29 (Payroll \$533,327.14, Payables: \$98,062.15)
11. Information Items: Reports
 - 11.1. Activities Director report
 - 11.2. Elementary Principal report
 - 11.3. Secondary Principal report
 - 11.4. School Board President Report
12. Action Items
 - 12.1. Human Resources
 - 12.1.1. Approval of certified staff resignations
 - 12.1.2. Approval of certified new hires
 - 12.2. Discuss, consider, and potentially approve completion of elementary window replacement project.
13. Discussion/Information Items
 - 13.1. Bus Presentation from Colorado West
 - 13.2. Review Centura Public Schools' policy series 1000 and 2000 for any potential corrections.
 - 13.3. Take new Board of Education photo
 - 13.4. Discuss Superintendent Search with Shari Becker from NASB
14. Next Meeting date and time - February 10th at 6:00pm

15. Adjournment

**2004
Oath of Office**

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

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

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

Adopted on: June 17, 2024
Revised on: _____
Reviewed on: _____

SECRETARY

The secretary of the board shall be elected by a majority vote at the organizational meeting each year to serve a one year term of office.

In the absence of both the president and the vice president at a meeting, the secretary shall call the meeting to order and conduct the meeting.

It shall be the responsibility of the board secretary, as custodian of school district records, to preserve and maintain the records and documents pertaining to the business of the board, to sign warrants drawn on the school funds after board approval, and sign certificated employment contracts approved by the board.

Legal Reference: Neb. Statute 79-528
 79-564
 79-576 to 580

Cross Reference: 104.01 Annual School Census
 201.01 Board Powers and Responsibilities
 203.01 Board Organizational Meeting
 203.05 Treasurer
 204.11 Meeting Minutes

TREASURER

The treasurer of the board shall be elected by a majority vote at the organizational meeting each year to serve a one year term of office.

The treasurer will work with the Board Appointed Secretary and Superintendent to coordinate the recording, preserving and accuracy of reporting financial records, reports, cash flow needs and district investments.

If the treasurer is unable or unwilling to carry out the duties required, it shall be the responsibility of the board to elect a new treasurer from the Board of Education members.

The treasurer shall give bond in an amount set by the board. The cost of the bond will be paid by the school district.

Legal Reference: Neb. Statute 79-586 to 590

Cross Reference: 201.01 Board Powers and Responsibilities
 203.01 Board Organizational Meeting
 203.04 Secretary
 700 Business Operation

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.

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2005 Conflict of Interest

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

1. Definitions. For purposes of this policy:

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

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

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

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

2. Contracts with the School District.

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

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

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

3. Contracts with Board Member's Immediate Family.

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

4. Employing Members of the Immediate Family.

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

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

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

7. Conflict of Interest Statement

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

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

- (1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
- (2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and
- (3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.

b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

8. Recordkeeping

a. The board appointed recording secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:

- (1) The names of the contracting parties.
- (2) The nature of the interest of the board member in question.
- (3) The date that the contract was approved.
- (4) The amount of the contract.
- (5) The basic terms of the contract.

b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been

signed by both parties. The ledger kept by the board appointed recording secretary shall be available for public inspection during normal working hours of the office in which it is kept.

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0101	ACTIVITIES	(11,118.00)	52,957.95	41,096.22	0.00	(22,979.73)
05 704 0102	SPIRIT SQUAD	1,111.65	5,605.15	2,393.24	0.00	(2,100.26)
05 704 0103	FOOTBALL	5,600.31	2,567.32	0.00	0.00	3,032.99
05 704 0104	GIRLS BASKETBALL	3,237.16	1,778.49	9,850.45	0.00	11,309.12
05 704 0105	BOYS BASKETBALL	5,483.73	1,532.01	1,733.14	0.00	5,684.86
05 704 0106	VOLLEYBALL	(17.24)	1,112.71	793.20	0.00	(336.75)
05 704 0107	CROSS COUNTRY / TRACK	1,583.81	243.97	801.06	0.00	2,140.90
05 704 0109	GOLF	267.01	494.82	0.00	0.00	(227.81)
05 704 0110	WRESTLING	2,065.66	2,509.61	1,311.99	0.00	868.04
05 704 0111	Girls Softball	1,079.17	383.95	1,641.96	0.00	2,337.18
05 704 0112	BOYS BASEBALL	883.61	0.00	0.00	0.00	883.61
05 704 0113	Girls Wrestling	445.47	0.00	0.00	0.00	445.47
05 704 0222	Class of 2022	38.97	0.00	0.00	0.00	38.97
05 704 0223	Class of 2023	1,893.49	0.00	0.00	0.00	1,893.49
05 704 0224	Class of 2024	1,774.78	0.00	0.00	0.00	1,774.78
05 704 0225	Class of 2025	1,022.96	100.00	760.00	0.00	1,682.96
05 704 0226	Class of 2026	2,835.32	0.00	0.00	0.00	2,835.32
05 704 0227	Class of 2027	280.00	0.00	0.00	0.00	280.00
05 704 0228	Class of 2028	100.00	0.00	0.00	0.00	100.00
05 704 0229	Class of 2029	135.00	0.00	0.00	0.00	135.00
05 704 0230	Class of 2030	90.00	0.00	86.57	0.00	176.57
05 704 0231	Class of 2031	40.00	0.00	78.20	0.00	118.20
05 704 0300	Grant Accounts	2,500.00	2,500.00	0.00	0.00	0.00
05 704 0301	ACCELERATED READER	265.80	0.00	0.00	0.00	265.80
05 704 0302	ART	236.05	0.00	0.00	0.00	236.05
05 704 0303	BOOKFAIR	1,142.79	0.00	11.99	0.00	1,154.78
05 704 0304	DUNLAP GRANTS	(20,596.70)	3,333.21	0.00	0.00	(23,929.91)
05 704 0306	GREENHOUSE	11,442.59	940.20	152.00	0.00	10,654.39
05 704 0307	COURTESY FUND	599.81	94.63	420.00	0.00	925.18
05 704 0308	BAND	6,487.96	2,825.08	4,364.03	0.00	8,026.91
05 704 0309	PRESCHOOL	(4,225.00)	0.00	0.00	0.00	(4,225.00)
05 704 0310	REVOLVING FUND	1,169.98	983.00	1,583.00	0.00	1,769.98
05 704 0311	SHOP	2,692.37	224.51	1,095.00	0.00	3,562.86
05 704 0313	GENERAL CONCESSIONS	8,114.20	17,053.00	17,861.70	0.00	8,922.90
05 704 0314	WOODS	1,439.07	0.00	25.00	0.00	1,464.07
05 704 0315	HELPING HANDS - ELEM	1,352.77	0.00	288.14	0.00	1,640.91
05 704 0316	FACULTY FUND	868.97	2,076.00	0.00	0.00	(1,207.03)
05 704 0317	ELEM COURTESY	100.56	301.24	580.00	0.00	379.32

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0318	SPANISH CLUB	41.14	0.00	0.00	0.00	41.14
05 704 0319	Robotics	(218.99)	0.00	260.31	0.00	41.32
05 704 0320	Strength & Conditioning	1,198.12	894.36	850.00	0.00	1,153.76
05 704 0321	Centura Wellness	3,006.38	499.89	390.00	0.00	2,896.49
05 704 0322	Computer Fee	6,105.00	225.00	1,590.00	0.00	7,470.00
05 704 0323	Library	1,000.00	0.00	0.00	0.00	1,000.00
05 704 0324	Elementary Playground	0.00	0.00	1,000.00	0.00	1,000.00
05 704 0325	BACK PACK PROGRAM	16,471.99	1,840.10	1,050.00	0.00	15,681.89
05 704 0400	FFA	25,210.34	31,521.24	47,814.58	0.00	41,503.68
05 704 0401	YEARBOOK	154.20	0.00	90.00	0.00	244.20
05 704 0403	ALUMNI	24.00	0.00	0.00	0.00	24.00
05 704 0404	CBI	4,819.87	0.00	0.00	0.00	4,819.87
05 704 0405	SPEECH	1,622.45	317.50	136.68	0.00	1,441.63
05 704 0406	DRAMA - One Act	2,984.01	2,507.97	1,950.98	0.00	2,427.02
05 704 0407	CHARACTER COUNCIL - ELEMENTARY	900.11	112.00	97.00	0.00	885.11
05 704 0408	FBLA	183.05	1,695.42	1,713.91	0.00	201.54
05 704 0410	MEDIA CLASS	1,754.10	0.00	535.57	0.00	2,289.67
05 704 0411	FFA SCHOLARSHIPS	1,800.00	0.00	600.00	0.00	2,400.00
05 704 0412	MIXED CHORUS	2,792.64	55.98	0.00	0.00	2,736.66
05 704 0413	NHS	297.82	272.99	578.86	0.00	603.69
05 704 0415	STUDENT COUNCIL	3,204.47	1,237.54	742.61	0.00	2,709.54
05 704 0416	TECHNOLOGY	535.57	535.57	0.00	0.00	0.00
05 704 0502	INTEREST	29,237.14	0.00	174.94	0.00	29,412.08
05 704 0503	MONEY MARKET	486.74	0.00	49.48	0.00	536.22
05 704 0600	24/7 Student Insurance	8,964.41	0.00	556.67	0.00	9,521.08
Fund Total: 05		144,998.64	141,332.41	147,108.48	0.00	150,774.71

Account Number	Account Description	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
06	Hot Lunch Fund								
3100	Food Service Operations								
06 3100 110 001	Salaries Non-Instructional Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 110 002	Salaries Non-Instructional Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
110	Salaries Non-Instructional Staff	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 130 001	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 130 002	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
130	Overtime Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 150 001	Addtl Compensation Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
150	Addtl Compensation Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 210 001	Group Insurance Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 210 002	Group Insurance Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
210	Group Insurance Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 220 001	Social Security Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 220 002	Social Security Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
220	Social Security Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 230 001	Retirement Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 230 002	Retirement Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230	Retirement Non-Instructional	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 237 001	Increased Retirement Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 237 002	Increased Retirement Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
237	Increased Retirement Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 350 001	Technical Services	0.00	537.56	3,359.17	0.00	(3,359.17)	0.00	0.00	(3,359.17)
06 3100 350 002	Technical Services	0.00	537.55	6,073.37	0.00	(6,073.37)	0.00	0.00	(6,073.37)
350	Technical Services	0.00	1,075.11	9,432.54	0.00	(9,432.54)	0.00	0.00	(9,432.54)
06 3100 431 001	Non Tech Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 431 002	Non Tech Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
431	NON-TECHNOLOGY RELATED REPAIRS & MAINTEN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 570 001	Food Service Management	0.00	30,382.61	55,160.98	0.00	(55,160.98)	0.00	0.00	(55,160.98)
06 3100 570 002	Food Service Management	0.00	30,382.62	55,161.00	0.00	(55,161.00)	0.00	0.00	(55,161.00)
570	Food Service Management	0.00	60,765.23	110,321.98	0.00	(110,321.98)	0.00	0.00	(110,321.98)
06 3100 610 001	General Supplies	0.00	2,258.17	5,658.51	0.00	(5,658.51)	0.00	0.00	(5,658.51)
06 3100 610 002	General Supplies	0.00	2,258.18	5,658.51	0.00	(5,658.51)	0.00	0.00	(5,658.51)
610	General Supplies	0.00	4,516.35	11,317.02	0.00	(11,317.02)	0.00	0.00	(11,317.02)
06 3100 733 001	Furniture and Fixtures	0.00	0.00	2,809.58	0.00	(2,809.58)	0.00	0.00	(2,809.58)
06 3100 733 002	Furniture and Fixtures	0.00	0.00	2,809.58	0.00	(2,809.58)	0.00	0.00	(2,809.58)
733	Furniture and Fixtures	0.00	0.00	5,619.16	0.00	(5,619.16)	0.00	0.00	(5,619.16)
06 3100 739 001	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 739 002	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
739	Other Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 810 001	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 810 002	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810	Dues and Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 890 001	Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 3100 890 002	Miscellaneous Expenses	0.00	0.00	44.36	0.00	(44.36)	0.00	0.00	(44.36)
890	Miscellaneous Expenses	0.00	0.00	44.36	0.00	(44.36)	0.00	0.00	(44.36)
3100	Food Service Operations	0.00	66,356.69	136,735.06	0.00	(136,735.06)	0.00	0.00	(136,735.06)
06	Hot Lunch Fund	0.00	66,356.69	136,735.06	0.00	(136,735.06)	0.00	0.00	(136,735.06)

Expenditure Report by Function/Object - Detail

Account Number	Account Description	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
Grand Total:		0.00	66,356.69	136,735.06	0.00	(136,735.06)	0.00	0.00	(136,735.06)

Fund: 01 General Fund

<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
01 1100	Taxes Levied by School District	0.00	20,142.70	1,746,867.68	0.00	(1,746,867.68)
01 1115	Carline Taxes	0.00	0.00	1,101.75	0.00	(1,101.75)
01 1125	Motor Vehicle Taxes	0.00	17,912.39	81,189.39	0.00	(81,189.39)
01 1510	Interest on Investments	0.00	1,468.77	8,182.14	0.00	(8,182.14)
01 1800	REVENUE FROM COMMUNITY SERVICES ACTIVITIES	0.00	200.00	2,100.00	0.00	(2,100.00)
01 1911	Local License Fees	0.00	0.00	800.00	0.00	(800.00)
01 1990	Miscellaneous Local Revenue	0.00	0.00	711.11	0.00	(711.11)
	Subtotal: LOCAL RECIEPTS	0.00	39,723.86	1,840,952.07	0.00	(1,840,952.07)
01 2110	County Fines and License Fees	0.00	1,621.84	7,631.23	0.00	(7,631.23)
	Subtotal: COUNTY AND ESU RECEIPTS	0.00	1,621.84	7,631.23	0.00	(7,631.23)
01 3110	State Aid	0.00	218,250.00	441,596.00	0.00	(441,596.00)
01 3120	Special Education-School Age	0.00	74,006.00	74,006.00	0.00	(74,006.00)
01 3180	Pro-Rate Motor Vehicle	0.00	0.00	2,229.63	0.00	(2,229.63)
01 3535	High Ability Learners	0.00	0.00	3,656.00	0.00	(3,656.00)
	Subtotal: STATE RECEIPTS	0.00	292,256.00	521,487.63	0.00	(521,487.63)
01 4505	Title I-Part A ESSA	0.00	40,841.00	40,841.00	0.00	(40,841.00)
01 4516	IDEA PART B PRESCHOOL	0.00	0.00	2,271.00	0.00	(2,271.00)
01 4518	IDEA Part B (611) Base/EP	0.00	0.00	101,287.00	0.00	(101,287.00)
01 4521	IDEA Non-Public	0.00	0.00	2,505.00	0.00	(2,505.00)
01 4708	MEDICAID IN PUBLIC SCHOOLS	0.00	0.00	5,025.62	0.00	(5,025.62)
	Subtotal: FEDERAL RECEIPTS	0.00	40,841.00	151,929.62	0.00	(151,929.62)
	Fund Total:	0.00	374,442.70	2,522,000.55	0.00	(2,522,000.55)

Revenue Summary Report

Processing Month: 12/2024

User ID: TOMJSTEP

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	0.00	374,442.70	2,522,000.55	0.00	(2,522,000.55)

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

01/09/2025 12:22 PM

User ID: TOMJSTEP

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
01	General Fund								
1100	REGULAR INSTRUCTIONAL PROGRAMS	2,765,341.00	228,818.65	1,172,598.06	42.41	1,592,742.94	0.00	218.77	1,592,524.17
1150	LIMITED ENGLISH PROF PROGRAMS	20,916.00	2,601.65	12,928.27	61.81	7,987.73	0.00	0.00	7,987.73
1160	PROVERTY PROGRAMS	806,828.00	65,591.19	328,940.35	40.77	477,887.65	0.00	0.00	477,887.65
1190	EARLY CHILDHOOD ED PROGRAMS	134,437.00	10,615.22	57,476.71	42.75	76,960.29	0.00	0.00	76,960.29
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	646,227.00	45,475.90	261,403.63	40.45	384,823.37	0.00	0.08	384,823.29
1291	SPED Instructional Programs-Ages 3-5	5,250.00	474.69	1,939.44	36.94	3,310.56	0.00	0.00	3,310.56
1292	SPED Instructional 0-2	5,000.00	474.69	1,939.44	38.79	3,060.56	0.00	0.00	3,060.56
2110	ATTENDANCE AND SOCIAL WORK SERVICES	10,100.00	0.00	6,644.50	65.79	3,455.50	0.00	0.00	3,455.50
2120	GUIDANCE SERVICES	190,594.00	14,169.11	75,471.41	39.60	115,122.59	0.00	0.00	115,122.59
2141	Psychological Serv SPED School Age	135,431.00	11,124.14	55,620.70	41.07	79,810.30	0.00	0.00	79,810.30
2151	Speech Path SPED School Age	165,283.00	12,659.72	73,228.58	44.30	92,054.42	0.00	0.00	92,054.42
2152	Speech Pathology SPED-Age 3-5	250.00	317.30	2,183.51	873.40	(1,933.51)	0.00	0.00	(1,933.51)
2153	SPED Speech Path 0-2	4,000.00	627.98	2,890.98	72.27	1,109.02	0.00	0.00	1,109.02
2161	Occupational Therapy SPED School Age	14,100.00	1,463.88	8,744.40	62.02	5,355.60	0.00	0.00	5,355.60
2162	Occ Therapy SPED Age 3-5	5,550.00	187.50	1,131.71	20.39	4,418.29	0.00	0.00	4,418.29
2163	Occ Therapy SPED Age 0-2	570.00	0.00	155.82	27.34	414.18	0.00	0.00	414.18
2171	Physical Therapy SPED School Age	9,900.00	527.04	5,475.53	55.31	4,424.47	0.00	0.00	4,424.47
2172	Physical Therapy SPED Age 3-5	500.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00
2173	PT SPED 0-2	750.00	0.00	0.00	0.00	750.00	0.00	0.00	750.00
2181	Vision Services SPED School Age	6,000.00	0.00	0.00	0.00	6,000.00	0.00	0.00	6,000.00
2182	Vision Services SPED 3-4	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2190	OTHER PUPIL SUPPORT SERVICES	8,500.00	427.76	1,994.18	23.46	6,505.82	0.00	0.00	6,505.82
2211	School Improvement	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00	3,000.00
2212	Instruction and Curriculum Dev	130,000.00	0.00	6,364.50	8.90	123,635.50	0.00	5,200.20	118,435.30
2213	Instructional Staff Training	28,500.00	41.14	3,572.73	12.68	24,927.27	0.00	40.00	24,887.27
2220	Library/Media Sevices	147,784.00	12,967.92	62,486.15	42.35	85,297.85	0.00	93.18	85,204.67
2230	Instruction-Related Technology	218,537.00	6,128.85	153,504.83	71.51	65,032.17	0.00	2,760.98	62,271.19
2240	Academic Student Assessment	1,100.00	0.00	0.00	0.00	1,100.00	0.00	0.00	1,100.00
2310	BOARD OF EDUCATION	29,000.00	11,560.30	18,966.09	65.40	10,033.91	0.00	0.00	10,033.91
2320	EXECUTIVE ADMINISTRATION	210,855.00	20,101.80	100,899.20	47.85	109,955.80	0.00	0.00	109,955.80
2330	District Legal Services	30,000.00	1,222.00	10,912.99	36.38	19,087.01	0.00	0.00	19,087.01
2410	Office of Principal	640,318.00	49,248.77	250,528.50	39.13	389,789.50	0.00	0.00	389,789.50
2510	GENERAL ADMIN-BUSINESS SERVICE	179,189.00	23,088.31	63,034.44	35.18	116,154.56	0.00	0.00	116,154.56
2580	Admin Technology Services	795.00	0.00	0.00	0.00	795.00	0.00	0.00	795.00
2610	Operation of Buildings	440,400.00	28,482.69	215,701.92	49.02	224,698.08	(56.58)	227.00	224,527.66
2620	Maintenance of Buildings	1,143,279.00	34,925.70	170,243.45	15.17	973,035.55	0.00	3,175.00	969,860.55
2630	Care and Upkeep of Grounds	100,000.00	2,298.96	13,648.13	13.65	86,351.87	0.00	0.00	86,351.87
2650	Vehicle Acquisition and Maintenance	66,000.00	71.42	1,087.18	1.65	64,912.82	0.00	0.00	64,912.82
2660	Safety & Security	2,800.00	0.00	1,911.45	68.27	888.55	0.00	0.00	888.55
2670	Safety	10,050.00	0.00	4,599.05	45.76	5,450.95	0.00	0.00	5,450.95
2710	Vehicle Operation-Regular Educ	1,105,454.00	19,630.23	115,308.65	10.43	990,145.35	0.00	0.00	990,145.35
2712	Vehicle Operation-School Age SPED	31,500.00	2,615.25	15,569.80	49.43	15,930.20	0.00	0.00	15,930.20
3300	COMMUNITY SERVICES	15,400.00	997.31	6,342.96	41.19	9,057.04	0.00	0.00	9,057.04
3535	High Ability Learners	2,000.00	0.00	1,492.50	74.63	507.50	0.00	0.00	507.50
3551	CTE Grant	7,500.00	0.00	2,260.00	30.13	5,240.00	0.00	0.00	5,240.00
3599	Safety Grant	102,598.00	0.00	0.00	0.00	102,598.00	0.00	0.00	102,598.00
4700	Building Improvements	100,000.00	0.00	0.00	0.00	100,000.00	0.00	0.00	100,000.00
6200	Title I, Part A ESSA	83,153.00	6,023.84	30,119.27	36.22	53,033.73	0.00	0.00	53,033.73
6406	IDEA Preschool (619) Base	2,233.00	182.21	1,114.20	49.90	1,118.80	0.00	0.00	1,118.80
6408	IDEA Part B - Base/EP	144,184.00	12,351.32	64,393.54	44.66	79,790.46	0.00	0.00	79,790.46
6412	IDEA Part B Proportionate Share	6,792.00	568.33	2,841.65	41.84	3,950.35	0.00	0.00	3,950.35
6700	Fed Voc & Applied Tech Ed (Carl Perkins)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6992	REAP	40,769.00	3,326.52	16,632.56	40.80	24,136.44	0.00	0.00	24,136.44

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

01/09/2025 12:22 PM

User ID: TOMJSTEP

Function Number		Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
6994	Homeless	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6998	ESSER III Cares Act	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8000	TRANSFERS (OUTGOING)	45,000.00	0.00	0.00	0.00	45,000.00	0.00	0.00	45,000.00
01	General Fund	10,003,717.00	631,389.29	3,404,302.96	34.15	6,599,414.04	(56.58)	11,715.21	6,587,755.41

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

01/09/2025 12:22 PM

User ID: TOMJSTEP

Function Number	Revised Budget	Expended During Month	Expenditures to Date	% of Budget	Balance at EOM	A/ P Outstanding	P/ O Outstanding	Unencumbered Balance
Grand Total:	10,003,717.00	631,389.29	3,404,302.96	34.15	6,599,414.04	(56.58)	11,715.21	6,587,755.41

**Treasurer's Report for the 2024-25 School Year
as of December 31, 2024**

General Fund

Beginning Balance		\$1,633,474.13	
December	Income	\$374,442.70	
December	Expenses	(\$729,508.33) <	\$0.00 Dec expenditures
December	Adjustments		\$0.00 Dec Pre-pay
Ending Balance		<u>\$1,278,408.50</u>	<u>\$0.00</u>

Cash Found In: Balance Per Bank	\$1,366,420.29
Outstanding Checks	(\$88,011.79)
Adjustments	\$0.00
Total	<u>\$1,278,408.50</u>

General Fund CD's

#202828	\$196,161.02	Western Naciona	4.0%	Matures 04-11-2025
#15608	\$158,916.36	Pathway Bank	4.43%	Matures 04-19-2025
#45419	\$108,769.44	Pathway Bank	4.50%	Matures 01-23-25
#45435	\$108,769.45	Pathway Bank	4.50%	Matures 01-23-25
#118240	\$178,246.58	Pathway Bank	4.43%	Matures 04-11-2025
#881244 (MM)	\$267,373.60	Pathway Bank	2.47%	Money Market
Total	<u>\$1,018,236.45</u>			

Building Fund

Beginning Balance		\$581,813.18
December	Income	\$1,515.20
December	Expenses	\$0.00
December	Adjustments	\$0.00
Ending Balance		<u>\$583,328.38</u>

Cash Found In:		
Checking Acct.	\$583,328.38	
Outstanding Checks	\$0.00	
Total	<u>\$583,328.38</u>	

Depreciation Fund

Beginning Balance		\$260,974.86
December	Income	\$265.98
December	Expenses	\$0.00
Ending Balance		<u>\$261,240.84</u>

Cash Found In: Checking Acct.	\$261,240.84
Outstanding Checks	\$0.00
Total	<u>\$261,240.84</u>

Unemployment Fund

Beginning Balance		\$15,622.39
December	Income	\$0.00
December	Expenses	\$0.00
Ending Balance		<u>\$15,622.39</u>

Cash Found In:		
Checking Acct	\$15,622.39	
Outstanding Checks	\$0.00	
Total	<u>\$15,622.39</u>	

Student Fees

Beginning Balance		\$2,571.65
December	Income	\$0.00
December	Expenses	\$0.00
Ending Balance		<u>\$2,571.65</u>

Cash Found In:

Checking Acct.	<u>\$2,571.65</u>
Total	<u>\$2,571.65</u>

Activity Accounts

Beginning Balance		\$158,971.54
December	Income	\$38,162.58
December	Expenses	(\$46,359.41)
December	Adjustments	
Ending Balance		<u>\$150,774.71</u>

Cash Found In:

Checking Acct.	\$71,574.72
Outstanding Checks	(\$5,121.27)

Activity Fund CDS

#118	\$10,000.00	Boelus State Banl 4.3%. Matures 03/4/25
#259	\$20,000.00	Boelus State Banl 4.4% Matures 03/28/25
#427	\$20,000.00	Boelus State Banl 2.5% Matures 12/19/24
#1229	\$21,919.00	Boelus State Banl 4.50% Matures 07/19/24
Money Market	<u>\$12,402.26</u>	Boelus State Bank
	\$150,774.71	

Lunch Account

Beginning Balar Balance		\$149,796.98
December	Income	\$22,739.54
December	Expenses	(\$66,356.69)
December	Adjustments	
Ending Balance		<u>\$106,179.83</u>

Cash Found In: Checking Acct.	\$107,306.42
Outstanding Checks	<u>(\$1,126.59)</u>
Total	<u>\$106,179.83</u>

Centura Public Schools

MONTHLY FINANCIAL REPORT TO THE BOARD

January 2025

General Fund Expenses for January		
	2023-2024	2024-2025
GF Payable	\$108,523.16	\$98,062.15
GF Payroll	\$523,487.35	\$533,327.14
Total	\$632,010.51	\$631,389.29

General Fund Receipts for December		
	2023-2024	2024-2025
State Aid	\$99,365.00	\$218,250.00
SPED State Pmt	\$92,692.00	\$74,006.00
Buffalo County	\$7,538.62	\$1,007.15
Hall County	\$27,647.33	\$17,081.24
Howard County	\$21,665.73	\$20,665.00
Sherman County	\$1,092.52	\$923.54
Other Receipts	\$142,527.21	\$42,509.77
Total	\$392,528.41	\$374,442.70

GENERAL FUND			
Three Year Comparison			
EXPENSES			
MONTH	2022-23	2023-24	2024-2025
September	\$629,772	\$739,055	\$728,156
October	\$626,717	\$663,668	\$667,145
November	\$612,456	\$655,628	\$648,094
December	\$640,399	\$715,008	\$729,498
January	\$583,706	\$632,011	\$631,389
YTD Total	\$2,509,344	\$2,773,360	\$2,772,893
Annual Budget	\$8,282,000	\$9,145,550	\$10,003,717
Budget % Spent	30.30%	30.32%	27.72%

Other Receipts

Title I Reimbursement \$40,841.00

23/24 Other Receipts

IDEA Reimbursement \$139,347.00

GENERAL FUND			
Three Year Comparison			
REVENUE			
MONTH	2022-23	2023-24	2024-25
September	\$1,386,125.88	\$1,527,019.03	\$1,429,688.29
October	\$365,036.66	\$365,893.40	\$524,689.88
November	\$363,597.90	\$195,581.90	\$193,179.68
December	\$136,301.04	\$392,528.41	\$374,442.70
YTD Total	\$1,751,162.54	\$1,892,912.43	\$1,954,378.17

Items to Note:

- Annual Sparq Payment: **\$4,400**
- Dana Cole Audit: **\$13,454.10**
- NASB Superintendent Search: **\$ 3,6000**

AGENDA

The tentative agenda for each board meeting shall state the topics for discussion and action at the board meeting. It shall be kept continuously current and shall be readily available for public inspection at the district office during normal business hours.

Persons requesting to place an item on the agenda must make a request to the superintendent prior to the drafting of the tentative agenda. The person making the request must state the person's name, purpose of the presentation, action desired and pertinent background information. Adding such requests will be at the discretion of the superintendent after consultation with the board president. Requests made at a board meeting will be taken under advisement for being added to the agenda of the next regular board meeting.

The tentative agenda and supporting documents will typically be sent to board members 72 hours prior to the scheduled board meeting. These documents are the private property of the board member. Persons wishing to view the tentative agenda and supporting documents may do so at the Superintendent's Office of the district.

The board shall take action only on the items listed on the tentative agenda made available at the time of the public notice. All action items need to be on the agenda, but all agenda items do not need to be action items. Items added to the agenda may be discussed or taken under advisement by the board. If an added item is acted upon, the minutes of the board meeting shall state the reason justifying the immediate action. Only items of an emergency nature may be added to the agenda later than twenty-four hours before the scheduled meeting.

It shall be the responsibility of the board president and superintendent to develop the agenda for each board meeting.

A consent agenda may be presented by the president at the beginning of a meeting and used by the board for noncontroversial business. The consent agenda will consist of routine business that requires action but not necessarily discussion. These items may all be approved at the same time. A board member may ask that any item be removed from the consent agenda. Removed items may be taken up either immediately after the consent agenda or placed later on the agenda at the discretion of the board.

Legal Reference:	Neb. Statute 84-712 84-1408 to 1414
Cross Reference:	203 Organization of the School Board 403.05 Public Complaints about Employees 503 Student Rights and Responsibilities 1003 Public Examination of District Records

Approved: August 9, 2010 Reviewed _____ Revised: April 12, 2021

**Centura Board of Education Regular Meeting Minutes
District #47-0100 – Howard County Nebraska
Monday, December 16, 2024 5:00 PM
Centura High School; Cairo, NE**

Attendance Taken at 5:00 PM. Present: Justin Caspersen, Sandra Davis, Teresa Grabowski, Mark Johnson, Will Kemptar, Todd Nitsch. Attendance Update Taken at 7:22 PM. Absent: Mark Johnson.

1. Call the meeting to order

Notice of the meeting was given in advance thereof, according to law, by proper publication, a designated method for giving notice to the School District, a copy of the proof of publications being attached to these minutes. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in this meeting. All proceeds of the Board of Education were taken while the convened meeting was open to the attendance of the public. President Davis called the meeting to order at 5:00pm.

2. Pledge of Allegiance and Recognition of Nebraska Open Meetings Act

Board President Davis led in the Pledge of Allegiance and then recognized a current copy of the Nebraska Open Meetings Act posted in the room.

3. Centura Mission Statement: Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.

4. Centura Vision Statement: A community about students, excellence and innovation

5. Roll call - excuse/not excuse board members who are absent

6. Recognition of visitors and public comment per Centura Public Schools Policy No. 2004-12

No patrons addressed the school board.

7. Celebration of Excellence

Centura's FFA students presented the accomplishments the chapter has received this semester. President Davis presented plaques to the outgoing board members, Will Kemptar and Justin Caspersen.

8. Discuss monthly financial report

9. Approval of Consent Agenda

Motion to approve consent agenda as presented. Passed with a motion by Justin Caspersen and a second by Todd Nitsch.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

9.1. Minutes from previous month's meeting(s)

9.2. General Fund Claims - \$729,508.33 (Payables: \$186,781.24, Payroll \$542,727.09)

ACT Finance 476.00, AGRICULTURAL SERVICES, INC. 10.00, Amazon Capital Services 1,493.55, AS Central Services 292.87, Aurora Coop 4,131.00, Baasch & Sons 210.00, Black Hills Energy 3,759.43, Blick Art

Materials 59.96, Boys Town 10,400.00, Capital One Public Funding 68,934.00, Centura Activity Fund 7.00, Column Software PBC 145.20, DELL MARKETING 1,190.09, Eakes Office Solutions 2,684.02, Ecolab 121.02, ESU #10 8,327.38, Garcia, Misty 64.00, GO Physical Therapy 19,242.15, Gustave A. Larson Company 274.56, Heartland Disposal 751.19, HIRERIGHT LLC 81.55, Home Depot Pro 1,506.10, Howard Greely RPPD 5,053.09, IDVILLE 149.99, INTERSTATE ALL BATTERY CENTER 703.00, J&D Automotive 701.94, Jackson Services, Inc. 262.18, Johnny's Lock & Key Shop 188.75, Johnson Controls, Inc. 8,616.99, JW Pepper & Sons 769.38 KRAMER'S WRECKER SERVICE INC. 429.58, KSB School Law 1,060.00, Lange Structural Group 3,402.44, Mackin 725.33, Matheson Tri-Gas 576.64, Menards 751.25, MORRIS PLUMBING INC 614.84, NE ASSOC OF SCHOOL BOARDS 200.00, NE COUNCIL OF SCHOOL ADMIN 435.00, Nebraska Safety Center 1,850.00, OneSource 76.00, OnToCollege 2,780.00, Pathway Insurance 11,996.82, PEARSON, INC. 9.30, Platte Valley Communications 102.45, PowerSchool Group LLC 1,319.96, Prairie Hills Wireless LLC 49.95, PRO-ED, INC 762.30, Protex Central, Inc. 86.80, Roberts Pump & Supply 56.58, Robinson, Bev 1,275.68, Robinson, Lanny 1,618.05, S.E. Smith & Sons 9.49, SchoolsPLP, LLC 535.00, Servi-Tech, Inc. 403.00, SHERMAN COUNTY TREASURER 100.00, Sport Safe Testing Service, Inc. 1,018.00, TruGreen 9,067.75, US Bank 3,077.57, US POSTAL SERVICE 432.00, Village of Cairo 277.02, Wal-Mart 46.50, Wex Bank 512.55, Wrage, Kiley 390.00, Yandas Music & Pro Audio 127.00, Fund Number 183,378.80

10. Information Items: Reports

10.1. Activities Director report

Dean of Students/Activities Director Laethion Brown presented the Activities Director Report. Topics included junior high winter sports, the operational bus fleet, and the last competitions in 2024.

10.2. Elementary Principal report

Elementary Principal Janet Brown presented the Elementary Principal's Report. Topics included Science Olympiad, CKLA visits, and Howard and Hall County Spelling Bees.

10.3. Secondary Principal report

Secondary Principal Melissa Beberniss presented the Secondary Principal's Report. Topics included recent field trips, Character Strong training, and the upcoming Blood Drive on January 8th, 2025.

10.4. Superintendent report

Superintendent Dr. Ashley Tomjack presented the Superintendent's report. Topics included State Education Conference, the posted Music Position, and monthly OPAA! Report.

10.5. Board President report

Board President Sandra Davis presented the Board President's Report. Topics included the State Education Conference, new board members, and superintendent search.

10.6. Board Committee Reports

10.6.1. Facilities, Finance and Transportation Committee

The Facilities, Finance, and Transportation Committee met last week. Topics included the second greenhouse, window quotes, and the playground project.

10.6.2. Negotiations Committee

The Negotiations Committee has met with the Centura Education Association multiple times last month. They were able to settle at last week's meeting.

11. Action Items

11.1. Human Resources

11.1.1. Approval of certified staff resignations

11.1.2. Approval of certified new hires

11.1.3. Review and consider approval for the 2025-2026 Negotiated Agreement as settled on by Centura Public School District and Centura Education Association

Dr. Tomjack discussed the changes that were made to the 2025-2026 Negotiated Agreement. Among other changes, the negotiations committee settled on an increase of \$900 on the base salary and an increase to the health insurance deductible.

I move to approve the 2025-2026 Negotiated Agreement as settled on by Centura Public School District and Centura Education Association. Passed with a motion by Teresa Grabowski and a second by Mark Johnson.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

11.2. Discuss, consider, and potentially approve the 2025-2026 school calendar.

Dr. Tomjack presented the proposed 2025-2026 school calendar.

I move to approve the 2025-2026 school calendar as presented. Passed with a motion by Mark Johnson and a second by Todd Nitsch.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

11.3. Discuss, consider, and potentially approve the playground construction contract through Creative Sites.

Dr. Tomjack discussed the Creative Site's overall playground proposal and the current funds that have been raised for the elementary playground project.

I move to approve the contract with Creative Sites in the amount of \$178,423. Passed with a motion by Todd Nitsch and a second by Justin Caspersen.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

11.4. Discuss, consider, and potentially approve completion of elementary window replacement project.

This agenda item is tabled until more information is gathered regarding the quotes for the elementary windows.

11.5. Consider, discuss, and take all necessary action to: (a) evaluate proposals for the construction management at risk contract, and (b) rank each construction management at risk proposal on the basis of best meeting the criteria in the request for proposals and

taking into consideration the recommendation of the construction management at risk selection committee.

I move to rank the construction management companies in the following order: 1. BD Construction, 2.MCL Construction, 3. Hausmann Construction. Passed with a motion by Teresa Grabowski and a second by Todd Nitsch.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea
Yea: 6, Nay: 0

11.6. Consider, discuss, and take all necessary action, including without limitation providing negotiating guidance, to direct the Superintendent and district legal counsel to negotiate a construction manager at risk contract between the school district and construction management firms in order of their ranking.

I move to direct the Superintendent and district legal counsel to negotiate a construction manager at risk contract between the school district and construction management firms in order of their ranking and consistent with any Board negotiation guidance given the Superintendent. Passed with a motion by Todd Nitsch and a second by Teresa Grabowski.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea
Yea: 6, Nay: 0

12. Discussion/Information Items

12.1. Discuss K-12 Financial Literacy Act Report.

12.2. Review the district audit provided by Dana Cole.

Dr. Tomjack presented Centura's 2023-2024 district audit.

12.3. Discuss Dr. Tomjack's evaluation.

Board President Davis led the board through the discussion of the superintendent's evaluation summary. It was agreed upon that Dr. Tomjack ensure communication and collaboration with the board members, staff, and the community.

12.4. Discuss takeaways from the State Education Conference.

Each board member shared their takeaways from the State Education Conference. The recurring theme was navigating bond issues and continuing to grow as a board of education.

12.5. Discussion of superintendent search process.

Shari Becker from NASB presented what Centura can expect from NASB during the superintendent search process.

13. Next Meeting date and time - Board Meeting on January 13th at 6:00pm

Next Regular Board Meeting: January 13, 2024 at 6:00pm.

14. Adjournment

Motion to adjourn meeting at 8:35 pm. Passed with a motion by Will Kemptar and a second by Justin Caspersen.

Mark Johnson: Absent, Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Will

Kemhtar: Yea, Todd Nitsch: Yea
Yea: 5, Nay: 0, Absent: 1

**Centura School Board Special Meeting Minutes
District #47-0100 – Howard County Nebraska
Thursday, December 12, 2024 5:00 PM
Centura High School; Cairo, NE**

Attendance Taken at 5:00 PM. Present: Justin Caspersen, Sandra Davis, Teresa Grabowski, Mark Johnson, Will Kemptar, Todd Nitsch.

1. Call meeting to order

Notice of the meeting was given in advance thereof, according to law, by proper publication, a designated method for giving notice to the School District, a copy of the proof of publications being attached to these minutes. Notice of this meeting was given in advance to all members of the Board of Education. Availability of the agenda was communicated in this meeting. All proceeds of the Board of Education were taken while the convened meeting was open to the attendance of the public. President Davis called the meeting to order at 5:01pm.

2. Pledge of Allegiance and Recognition of Nebraska Open Meetings Act

3. Roll call - excuse/not excuse board members who are absent

4. Centura Mission Statement: Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.

5. Centura Vision Statement: A community about students, excellence and innovation

6. Recognition of visitors and public comment per Centura Public Schools Policy No. 2004-12

7. Special Meeting/Discussion items

7.1. Act on the resignation of Superintendent Dr. Ashley Tomjack.

Motion to accept the resignation of Superintendent Ashley Tomjack. Passed with a motion by Justin Caspersen and a second by Teresa Grabowski.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

7.2. Act on hiring a superintendent search firm.

Motion to act on using NSAB as the Superintendent search firm. Passed with a motion by Justin Caspersen and a second by Todd Nitsch.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

8. Adjournment

Motion to adjourn special meeting at 5:12 p.m. Passed with a motion by Will Kemptar and a second by Todd Nitsch.

Justin Caspersen: Yea, Sandra Davis: Yea, Teresa Grabowski: Yea, Mark Johnson: Yea, Will Kemptar: Yea, Todd Nitsch: Yea

Yea: 6, Nay: 0

01/09/2025 11:49 AM

User ID: TOMJSTEP

Vendor Name	Invoice Number	Description	Amount
Checking Account ID 1	Fund Number 01	General Fund	
Amazon Capital Services	167N-DVTV-VGDG	Elementary Supplies	24.49
Amazon Capital Services	16GJ-CJRL-9NTY	Cleaning Supplies	109.52
Amazon Capital Services	1GCX-KNDG-QMFW	Maintenance Supplies	136.47
Amazon Capital Services	1LXT-XFHY-GJP9	Waste Water Plant	137.96
Amazon Capital Services	1XTH-3YVH-XLWP	Air Filters	56.20
Total Amazon Capital Services			464.64
Armbruster Electric	241107	Electrical Work - Small Engine Rm	662.45
Total Armbruster Electric			662.45
AS Central Services	1458440-0001	Distance Education Services	292.87
Total AS Central Services			292.87
Aurora Coop	6579035	Tractor Repair	71.42
Aurora Coop	6582473	Diesel	2,635.00
Total Aurora Coop			2,706.42
Berger, Garret	CDL Permit	CDL Learner's Permit	15.00
Total Berger, Garret			15.00
Black Hills Energy	December 2-0002	Natural Gas	8,338.35
Total Black Hills Energy			8,338.35
Blacktop Chiropractic	014	DOT Physical - Patrick	65.00
Total Blacktop Chiropractic			65.00
Bomgaars	43088707	Voigt - Class Supplies	11.01
Bomgaars	43095446	Voigt - Class Supplies	6.86
Bomgaars	43097177	Voigt - Class Supplies	11.22
Bomgaars	43103281	Voigt - Class Supplies	20.68
Total Bomgaars			49.77
Boys Town	CINV-00011-0002	SPED Tuition Boys Town- Nov 2024	0.00
Total Boys Town			0.00
BUFFALO COUNTY ELECTION COM	Centura Nov 2024	2024 General Election	100.00
Total BUFFALO COUNTY ELECTION COM			100.00
Centurylink	Jan 2025	Telephone - Local	147.06
Total Centurylink			147.06
Column Software PBC	6409CE87-0018	BOE Notice	143.20
Column Software PBC	6409CE87-0019	BOE Notice	36.40
Column Software PBC	6409CE87-0020	BOE Notice	6.00
Column Software PBC	6409CE87-0021	BOE Notice	6.00
Total Column Software PBC			191.60
Computer Hardware	162547	Bulb for 1V	135.00
Total Computer Hardware			135.00
Cyboron, Geoffery	Fuel Reimbursement	Coaches Clinic Fuel Reimbursement	20.49
Total Cyboron, Geoffery			20.49

01/09/2025 11:49 AM

User ID: TOMJSTEP

Vendor Name	Invoice Number	Description	Amount
Dana F. Cole & Company, LLP	35019937	23-24 Audit Services	13,454.10
Total Dana F. Cole & Company, LLP			<u>13,454.10</u>
Eakes Office Solutions	INV608906	Copiers - Service	37.99
Eakes Office Solutions	INV612123	Copiers - Service	5,057.97
Eakes Office Solutions	INV612124	Copiers - Service	1,494.65
Total Eakes Office Solutions			<u>6,590.61</u>
Ecolab	6963903-0001	Service-Pest Control	121.02
Total Ecolab			<u>121.02</u>
ESU #10	25574-1	Title III Workshop	20.00
ESU #10	December 2-0001	ESU10 SPED Services	7,858.19
ESU #10	IEP Academy	IEP Academy Workshop	60.00
Total ESU #10			<u>7,938.19</u>
GO Physical Therapy	January 20-0002	SPED OT/PT/SLP Services	6,093.87
Total GO Physical Therapy			<u>6,093.87</u>
Gumdrop Books	PINV145054	Books for circulation HS Library	1,230.46
Gumdrop Books	PINV145128	Books for circulation El. Library	1,510.42
Total Gumdrop Books			<u>2,740.88</u>
Gustave A. Larson Company	5740767	Credit - Maintenance Supplies	(189.64)
Gustave A. Larson Company	5746092	Maintenance Supplies	370.00
Total Gustave A. Larson Company			<u>180.36</u>
HALL COUNTY ELECTION COMM	Centura Nov 2024	General Election 2024	532.70
Total HALL COUNTY ELECTION COMM			<u>532.70</u>
Hamilton	11000565	Telephone - Local	90.11
Total Hamilton			<u>90.11</u>
Heartland Disposal	229138-0001	Service-garbage disposal	749.30
Total Heartland Disposal			<u>749.30</u>
HOLIDAY EXPRESS	12895	DOT Inspections	901.25
Total HOLIDAY EXPRESS			<u>901.25</u>
Home Depot Pro	838755122	Maintenance Supplies	1,464.70
Home Depot Pro	841027311	Maintenance Supplies	43.64
Total Home Depot Pro			<u>1,508.34</u>
Howard Greely RPPD	December 2-0003	Service-electricity	5,336.46
Total Howard Greely RPPD			<u>5,336.46</u>
J&D Automotive	230871	Batteries	650.97
Total J&D Automotive			<u>650.97</u>
Jackson Services, Inc.	5456215-0001	Rug Service	262.00
Total Jackson Services, Inc.			<u>262.00</u>

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User ID: TOMJSTEP

Vendor Name	Invoice Number	Description	Amount
Johnson Controls, Inc.	1-134942577263	January 2025-March 2025 Agreement	3,241.75
Total Johnson Controls, Inc.			3,241.75
KSB School Law	17866-0001	Legal Services	1,222.00
Total KSB School Law			1,222.00
Mackin	904279	Books for EL Library Circulation	17.13
Total Mackin			17.13
Matheson Tri-Gas	0030735283	Voigt - Class Supplies	58.47
Matheson Tri-Gas	0030763048	Voigt - Class Supplies	89.67
Total Matheson Tri-Gas			148.14
Menards	95317	Nott - Class Supplies	12.08
Menards	96541	Maintenance Supplies	393.99
Menards	96585	Nott - Class Supplies	57.05
Menards	96897	Nott - Class Supplies	8.79
Menards	97502	Maintenance Supplies	60.86
Menards	97503	Maintenance Supplies	9.15
Menards	97613	Diesel Fuel	68.70
Menards	97728	Nott - Class Supplies	79.32
Total Menards			689.94
NE ASSOC OF SCHOOL BOARDS	N-52375	Superintendent Search Contract 60%	3,600.00
Total NE ASSOC OF SCHOOL BOARDS			3,600.00
Nebraska Safety Center	57-13616-1	CDL Endorsement 6 Staff Members	1,150.00
Total Nebraska Safety Center			1,150.00
NRCSA	SC0002	NRCSA Spring Conference 2025	220.00
Total NRCSA			220.00
OneSource	2022170063	Background Checks	19.00
Total OneSource			19.00
Pathway Insurance	Dec 2024-0001	Property Insurance/Work Comp	11,996.82
Total Pathway Insurance			11,996.82
PEARSON, INC.	27315296	SPED Supplies	54.15
Total PEARSON, INC.			54.15
Platte Valley Communications	123124015-0001	Service-Bus repeater	30.00
Total Platte Valley Communications			30.00
Prairie Hills Wireless LLC	Centura - -0003	Backup Internet	49.95
Total Prairie Hills Wireless LLC			49.95
Reimers, Kenley	Reim Sink	Break Room Sink	100.00
Total Reimers, Kenley			100.00
Robinson, Bev	December 2-0002	SPED Transportation Mileage Reimbursemen	904.50
Total Robinson, Bev			904.50

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User ID: TOMJSTEP

Vendor Name	Invoice Number	Description	Amount
Robinson, Lanny	December 2-0002	SPED Transportation Mileage Reimburse	1,644.85
Total Robinson, Lanny			<u>1,644.85</u>
S.E. Smith & Sons	672489	Voigt - Class Supplies	9.49
S.E. Smith & Sons	673239	Voigt - Class Supplies	3.39
Total S.E. Smith & Sons			<u>12.88</u>
Servi-Tech, Inc.	H-991921	Waste Water Sample Testing	161.00
Servi-Tech, Inc.	H-991933	Waste Water Sampler Rental	200.00
Total Servi-Tech, Inc.			<u>361.00</u>
Sewer Rooter & Plumbing, Inc.	95049	Pump Waste Water Plant	1,800.00
Total Sewer Rooter & Plumbing, Inc.			<u>1,800.00</u>
Sparq Data Solutions, Inc.	S-3643	Sparq Meeting/Negotiation Subscription	4,400.00
Total Sparq Data Solutions, Inc.			<u>4,400.00</u>
Sport Safe Testing Service, Inc.	13855	Random Drug Testing	611.00
Total Sport Safe Testing Service, Inc.			<u>611.00</u>
US Bank	11.29 Marriott	State School Board Conference Hotel Room	2,736.00
US Bank	12.09 EBAY Credit	Credit Maintenance Supplies	(164.76)
US Bank	12.11 Menards	Maintenance Supplies	403.08
US Bank	12.13 Menards	Maintenance Supplies	101.53
US Bank	12.17 Menards	Maintenance Supplies	66.39
US Bank	12.17 Menards1	Maintenance Supplies	151.04
US Bank	12.18 Pump	CELP Supplies	59.60
US Bank	12/18 Menards	Maintenance Supplies	(10.98)
US Bank	ESI 12.3	December ESI Telephone Charge	1,161.60
Total US Bank			<u>4,503.50</u>
Village of Cairo	January 20-0002	Service-water	277.02
Total Village of Cairo			<u>277.02</u>
Wal-Mart	444343552384031	Nott - Class Supplies	52.08
Wal-Mart	494336656294661	Nott - Class Supplies	42.51
Wal-Mart	655815888	Supplies	17.88
Total Wal-Mart			<u>112.47</u>
Wex Bank	101240997-0002	Monthly Transportation Fuel	557.24
Total Wex Bank			<u>557.24</u>
Fund Number 01			<u>98,062.15</u>
Checking Account ID 1			<u>98,062.15</u>

1000 Series Policies

INDEX

- 1001 General Policy Statement
- 1002 Creation and Amendment of Board of Education Policies
- 1003 Mission Statement

1001 General Policy Statement

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

Written board policies serve the following purposes:

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

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

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

Exceptional Circumstances

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

Validity of Policies

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

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

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

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

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

The superintendent shall distribute digital copies of these policies to all members of the board, maintain a master copy in the central office, and see to it that the policies are maintained on the school district's website. If requested, a paper policy will be provided.

Annual Review

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

Parental Involvement Policy

Title I Parental Involvement Policy

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

Student Fees Policy

Bullying

Multicultural Education

Student Assessment

Teacher Evaluation

Student Academic Performance

Safety and Security Committee

Attendance and Excessive Absenteeism

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

1003
Mission Statement

Centura and its collaborative partners are an innovative community empowering all students to be successful today and in the future.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2000 Series Policies

INDEX

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FORMS INDEX

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2001 Role of the Board of Education

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

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

1. Establishment of Mission, Goals and Policies

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

2. Establishment and Maintenance of School Facilities and Other Resources

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

3. Selection of the Superintendent of Schools

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

4. Fiscally Responsible Budget

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

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

5. Evaluation of Program

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

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

1. Membership, Term and Election

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

2. Internal Organization and Officers

a. President

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

b. Vice President

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

c. Secretary

- i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, a Board Appointed Recording secretary will be named and his or her duties set by the board (see d).

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

d. Board Appointed Recording Secretary

- i. The Board Recording Secretary may be appointed from employees, usually the Business Manager or administrative assistant to the superintendent.

- ii. It shall be the responsibility of the Board Recording Secretary, as custodian of school district records, to preserve and maintain the records and documents pertaining to the business of the board; to keep complete minutes of special and regular board meetings; to cause the meeting minutes and a list of all approved claims to be published; to keep a record of the results of regular and special elections; to keep an accurate account of school funds; and to complete and maintain the annual school census. The secretary will maintain the board electronic copies of policies and administrative regulations in current status and advise the board of policies previously adopted which affect items on the agenda requiring policy consideration. The board secretary is also responsible for filing the required reports with the Nebraska Department of Education.

- iii. It shall also be the responsibility of the Board Recording Secretary and Superintendent to receive the funds collected for the district by the county treasurer, to pay out the funds for expenses approved by the board, to maintain accurate accounting records for each fund, and to manage district's investments for the maximum benefit to the district, to report monthly and annually the status of all district funds and investments, and to file required reports with the appropriate state agencies and other entities.

e. Treasurer

- i. At the regular January meeting, the board shall elect, employ, or appoint a treasurer who need not be a member

of the board if permitted by law. The treasurer shall serve in that capacity for one year, unless the board designates a longer term for the treasurer.

- ii. The treasurer may be designated to sign checks and certain other documents. The treasurer is the custodian of the monies of the district.
- iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.
- iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized.

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

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

4. Board Officer Voting and Tie Breakers

- a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.
- b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:

- i. If the board is split between two members, the officer will be determined by coin flip. The winning member will be the officer for the upcoming year unless the position changes by action of the board.
- ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.
- iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

5. Committees

- a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.
- b. On or before the beginning of each calendar year, the board shall appoint three members to form a Committee on American Civics. The committee's duties shall be those prescribed by Nebraska statutes, which include:
 - i. Hold no fewer than two public meetings annually, at least one when public testimony is accepted;
 - ii. Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;
 - iii. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;
 - iv. Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who

played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and respect for the nation's institutions and not be merely a recital of events and dates;

- v. Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;
- vi. Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;
- vii. Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:
 - 1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or
 - 2. Attendance or participation between the commencement of eighth grade and completion of twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or
 - 3. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event;

- viii. Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

6. Vacancies

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2003
Development and Education of Board Members

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

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

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

**2004
Oath of Office**

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

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2005 Conflict of Interest

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

1. Definitions. For purposes of this policy:

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

(1) A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.

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

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

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

2. Contracts with the School District.

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

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

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

3. Contracts with Board Member's Immediate Family.

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

4. Employing Members of the Immediate Family.

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

b. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

5. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment

a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:

(1) a public official, public employee, or candidate.

(2) a member of the immediate family of an individual listed in Subparagraph 'a' above.

(3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.

b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.

c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.

d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

6. Conflict of Interest Relating to Campaigning or Political Issues

a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or

election of a candidate or the qualification, passage, or defeat of a ballot question.

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

7. Conflict of Interest Statement

- a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of

such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

- (1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;
- (2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district's public records; and
- (3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.

b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

8. Recordkeeping

a. The board appointed recording secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:

- (1) The names of the contracting parties.
- (2) The nature of the interest of the board member in question.
- (3) The date that the contract was approved.
- (4) The amount of the contract.
- (5) The basic terms of the contract.

b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board appointed recording secretary shall be available for public inspection during normal working hours of the office in which it is kept.

9. Conflict. To the extent that there is a conflict between this policy

and the Nebraska Political Accountability and Disclosure Act ("Act"),
the Act shall control.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2006 Complaint Procedure

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

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

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

Complaint and Appeal Process.

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

a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.

b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.

c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

d) Complaints involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age may be submitted to the applicable coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.

3. When a complainant submits a complaint to an administrator or coordinator, the administrator or coordinator shall first determine whether another applicable procedure is required by policy or law and if so, direct the complaint to the appropriate person to follow that procedure. If not, the administrator or coordinator will promptly and thoroughly investigate the complaint, and shall:

a) Determine whether the complainant has discussed the matter with the respondent.

1) If the complainant has not, urge the complainant to discuss the matter directly with the respondent, if appropriate.

2) If the complainant refuses to discuss the matter with the respondent, the administrator or coordinator

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

b) Strongly encourage the complainant to reduce his or her concerns to writing.

c) Interview the complainant and, if necessary, the respondent against whom the complaint is filed, to determine:

1) All relevant details of the complaint;

2) All witnesses and documents which the complainant believes support the complaint;

3) The action or solution which the complainant seeks.

d) Respond to the complainant. If the complaint involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the administrator or coordinator receives the complaint.

4. If either the complainant or the respondent is not satisfied with the decision, he or she may appeal the decision to the superintendent. The superintendent may assign a qualified designee to hear any appeal. This provision applies to appeals under the board's policies governing complaints of discrimination or harassment, including Title IX and any other policy with a separate grievance or complaint procedure, unless that other procedure includes its own appeal process. All requirements for appeals within any other policy apply, and in addition to those requirements, the following also apply.

a) The appeal must be in writing.

b) This appeal must be received by the superintendent no later than three (3) calendar days from the date of the decision.

c) For complaints addressed through other applicable procedures that do not include a separate investigatory

process, the superintendent will investigate as he or she deems appropriate.

d) The superintendent will prepare a written decision and provide it to the complainant and any other person entitled by law to receive the appeal decision. For complaints involving discrimination or harassment, the superintendent shall submit the decision within 180 calendar days after the superintendent received complainant's written appeal. Appeals to the superintendent from complaints involving discrimination or harassment are final once the superintendent delivers the written decision, as are all other appeals/complaints to the superintendent unless the complaint can be appealed on the limited grounds to appeal to the board below.

5. The board's role is to set policy, establish and implement a budget, and evaluate the superintendent. The board does not manage the daily operations of the school district entrusted to its administration unless required by law or policy. Because of the board's statutory roles, it does not hear complaints or appeals that may involve oversight or discipline of students, staff, or others, unless those involve allegations against the superintendent as discussed below. The board does not hear complaints or appeals based on allegations of discrimination or harassment unless otherwise required by law. The board will hear appeals only in the following circumstances:

- a) When the complaint is about a board policy, not implementation of the policy;
- b) When the complaint involves the budget or school expenditures that have been or must be approved by the board; or
- c) When the board is required by law, policy, or contract to hear a complaint or appeal.

If a complaint involves those limited grounds and a party is not satisfied with the superintendent's decision regarding the

complaint or appeal, he or she may appeal the decision to the board.

- d) This appeal must be in writing.
- e) This appeal must be received by the board president no later than ten (10) calendar days from the date the superintendent communicated the decision to the complainant.
- f) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint or appeal. However, all matters involving discrimination or harassment allegations against the superintendent shall be promptly and thoroughly investigated by the board president or a designee.
- g) The board president will notify the complainant and any other person legally required to receive the decision in writing of the decision. If the complaint involves discrimination or harassment allegations against the Superintendent, the board president shall submit the decision within 180 calendar days after receiving the written appeal.
- h) There is no appeal from any decision of the board unless authorized by law.

6. Formal complaints about the superintendent shall be filed with the president of the board. However, complaints about the superintendent do not include disagreement with the superintendent's decision on appeal based on a complaint of discrimination, harassment, or action of any other employee who is not the superintendent. Upon receipt of a complaint, the board president or his or her designee shall promptly and thoroughly investigate the complaint, and shall:

- a) Coordinate with school district staff, other than the superintendent, to determine if another procedure in policy or law requires the complaint against the superintendent to follow another procedure. If so, the board president will coordinate handling the complaint through that procedure. If another procedure applies, such as in the case of allegations of sex discrimination against the superintendent,

the board president or, at his or her discretion, the full board will serve only to hear any appeal by a party to the complaint.

b) Determine whether the complainant has discussed the matter with the superintendent.

1) If the complainant has not, the board president or designee will urge or require the complainant to discuss the matter directly with the superintendent, if appropriate or required.

2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should or must be pursued further.

c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting by the full board.

d) Respond to the complainant or appeal. If the complaint or appeal involves discrimination or harassment, the response shall be in writing and shall be submitted within 180 calendar days after the president received the complaint.

e) Appoint or contract with other individuals qualified to assist the board through this process or any other applicable procedure used to address allegations against the superintendent.

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

Special Rules Regarding Educational Services and Related Services to Students with Disabilities. Students with disabilities and their families have specific rights outlined in state and federal law, including administrative processes by which they may challenge the educational services being provided by the school district. Therefore, the appeal process contained in this policy may not be used to challenge

decisions made by a student's individualized education plan (IEP) team or 504 team.

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

Complaints about the educational services provided a student with a disability pursuant to a Section 504 plan must be submitted to the school district's 504 Coordinator. The 504 Coordinator will address the complaint in a manner that he/she deems appropriate and will provide the complainant with a copy of the Notice of Section 504 Parental Rights adopted by the board of education.

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2007
Reimbursement and Miscellaneous Expenditures

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

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

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

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

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

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2008 Meetings

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

1. Types of Meetings

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

2. Notice

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

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

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

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall pertain only to the emergency. Complete minutes of such emergency

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

3. Weather Delays

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

4. Minutes

a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.

b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.

c. The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2009
Public Participation at Board Meetings

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

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

Except for closed sessions, the board will allow members of the public an opportunity to speak at each meeting. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings. The time allotted for public comment will not exceed thirty minutes and each member of the public will be limited to three minutes of speaking time.

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2010
Preparation for Board Meetings

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment.

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2011
Membership in Organizations

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2012 Board Code of Ethics

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

Each board member shall:

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2013
Violation of Board Ethics

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2014
Relationship with District Legal Counsel

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

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

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

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

Adopted on: June 17, 2024
Revised on: _____
Reviewed on: _____

2016
Participation in Insurance Program by Board Members

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

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

Adopted on: June 17, 2024

Revised on: _____

Reviewed on: _____

2017
Indemnification and Liability Insurance

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

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

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

Adopted on: June 17, 2024
Revised on: _____
Reviewed on: _____