

**BOARD OF EDUCATION  
YUTAN PUBLIC SCHOOLS**

**High School Media Center  
February 12, 2024**

**AGENDA**

{{Name: Agenda Item Name}}

1. **Call to Order**
2. **Open Meetings Act**

This meeting will be conducted in accordance with the Nebraska Open Meetings Act. The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting at a location accessible to members of the public.
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Excuse Absences of Board Members**
6. **Public Notice**

Per board policy 2008, advance notice of all board meetings, other than emergency meetings, shall be publicized 48 hours or more in advance of the meeting in a newspaper of general circulation in the district. Meeting notices may also be posted on the school district website and posted in three prominent places in the school district.

  - **Publication:** Meeting notice was published in the Wahoo Newspaper on Friday, February 2, 2024.
  - **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools webpage on Monday, Wednesday, February 7, 2024.
  - **Agenda:** The agenda is kept current and available for public inspection at the Superintendent's office during normal business hours, and is posted on the school website in advance of the scheduled meeting. The agenda may not be altered later than 24 hours prior to the beginning of the meeting. The order of the items on the agenda may be changed by the board at or during the meeting.
7. **Approval of the Agenda**
8. **Citizen Comments**

**Instructions for those who wish to speak during Citizen Comment:**  
The Board of Education recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted effectively and in an organized manner, a Citizen Comment period will be scheduled at some meetings. The Public Comment sign-in sheet is located on the table near the entrance and your name and topic must be entered on the sheet prior to the start of the meeting. If you are planning to speak about a personnel or a student matter involving an

individual, please understand that the district has complaint procedures to address such complaints and concerns. The Board requests that you follow the policy and procedures before commenting on these matters to the Board. Board members will not respond to any questions you ask or comments about individual staff members or students, but may direct your concerns to the appropriate administrator for further review. Each speaker shall be allowed a maximum of five minutes, and not more than twenty minutes will be allowed for a specific topic. Policy 2009-Public Participation at Board Meetings is made available in the meeting room.

Comments:

- Foundation Information:
- Booster Club Information:
- General Public Comments:

#### 9. **Administrative Reports**

Written reports have been submitted from the elementary principal, jr/sr high school principal, activities director, student services director, and superintendent. Each administrator will make comments on their respective report:

- Elementary Principal
- Jr/Sr High School Principal
- Activities Director
- Superintendent

#### 10. **Consent Agenda**

The Consent Agenda is used to help the efficiency of the meeting by allowing the Board to approve items such as prior meeting minutes, general business of noncontroversial nature, or routine communication. The Consent Agenda for this meeting includes:

- Minutes from the January 10, 2024 Board Meeting
- Treasurer's Report and Claims

#### 11. **Committee Reports**

Reports from the following committee(s):

- Facilities Committee
- Finance Committee

#### 12. **Business Items**

##### 12.1. 2024-25 School Calendar

The superintendent is responsible for presenting a school calendar for the next school year to the Board for consideration of approval. The school calendar must take the following items into account: instructional time, teacher contract days, student instruction days, teacher Inservice and work days, traditional holidays and no school days, and other facets of yearly and monthly school planning and activities. The school calendar under consideration was developed with input from administration and staff, and encompasses all items listed above. The board will consider, discuss, and take all necessary action to establish and approve the school calendar for the 2024-25 school year.

## 12.2. Option Enrollment

Per the provisions of policy 5004-Option Enrollment, the board of education may set the numeric capacity of programs, classes, grade levels, or school buildings in regard to accepting option enrollment students. Numeric capacity is based upon factors such as available staff, facilities, and projected enrollment of resident students. The board will consider, discuss, and take necessary action to establishing numeric capacity for all grades and buildings for the 2024-25 school year.

## 12.3. Certified Staff Resignations

The board will consider, discuss, and take all necessary action to approve the resignation of the following certified staff effective upon the conclusion of the 2023-24 school year:

- Mr. Hunter Holoubek, 5-12 Band teacher.

## 12.4. Nebraska Association of School Boards (NASB) Annual Membership

The Board is currently a member of NASB and this membership provides benefits for board members and the school district through opportunities for board members' education and training, board leadership development, legislative advocacy, workshops and conferences, superintendent search services, and school district membership into the ALICAP insurance pool. The board will consider, discuss, and take all necessary action on annual membership in NASB.

## 12.5. Assistant Track Coach Position for 2024-25

The school is anticipating approximately 100 students in grades 7-12 to be participating in track this spring. The administration is requesting to renew the contract for the additional coaching position that was approved last spring to ensure athletes receive the proper instruction and for supervision purposes with such a large group of students in grades 7-12. There are also days with multiple meets taking place that would split up the coaching staff for travel, coaching, and supervision. The current staff, with the extra position:

Boys Team Head Coach: Dan Krajicek

Girls Team Head Coach: Joel Carrillo

Girls Jr. High Head Coach: Alyssa Hansen

Boys Jr. High Head Coach: Hunter Vanness

Assistant Coach: Jon Erickson

Assistant Coach: Bruce Mitchell

Assistant Coach: Shelby Fenner

Assistant Coach: RENEW

The board will consider, discuss, and take all necessary action on an additional coaching position for the spring 2024 track season.

## 12.6. Review and/or Revise Policies

The following policies are subject to approval and/or revision as part of the monthly policy review process. The policies presented have been reviewed by the Superintendent and are current by state statute, legal specifications, or NDE requirements; or have been revised or new policies presented to be in alignment with

state statute, legal recommendation, or state and federal requirements. The board will consider, discuss, and take necessary action to affirm existing policies or approve revised or new policies as presented.

- 4051-Use of Social Media by School District Employees
- 4052-Job Reference to Prospective Employees
- 4053-Conflict of Interest
- 4054-Reporting Child Abuse or Neglect
- 4055-Head Teacher
- 4056-Resignation of Certificated Staff

### **13. Discussion and Informational Items**

Items for discussion, information, or consideration - no action to be taken

- Strategic Planning - IMPORTANT DATES:
  - February 26th at 6:30pm: Meeting #1 of the Strategic Overview Committee (SOC).
  - March 13th at 5:30pm: Meeting #2 of the SOC.
  - March 13th at 7:00pm: Community Engagement Meeting
- Annual Report for 2023
- Superintendent Evaluation for Semester 2
  - Online process - same as semester 1. Will commence in early April.
- Policies for review at the March board meeting:
  - 4057-Superintendent Evaluation
  - 4058-Confidentiality in Counseling and Guidance
  - 4059-Suicide Prevention Training
  - 4060-School Vehicle Use
  - 4061-Workplace and Non-workplace Injuries or Illness and Return to Work
  - 4062-Locker Room Supervision
  - 4063-Early Retirement Program

### **14. Next Board Meeting**

The next regular meeting of the Board is scheduled for March 11, 2024 at 6:00pm in the high school media center.

### **15. Adjournment**



## Students of the month:



**PE Student of the month:** Congrats Kate Hoellen , our February PE student of the month. Mr. Thayer says: Kate does a great job in class. She works hard every day on her skills and it's paying off. She has a great skill set. The one thing that really stands out to me is how much she enjoys competition. She goes hard but is smiling at the same time. Kate really loves sports. She is a very positive role model. Great Job Kate!

**Art Student of the month:** Congrats Wyatt Byrd, our February Art student of the month Mr. Portis says: Wyatt works extremely hard in art class. He is focused and adds great details to his art. Even when students have Creative Corner time to make something of their choice, Wyatt creates with much effort. He is always respectful and does his best not to disturb other students in the room. Great job, Wyatt!

**Computer/Library Student of the month:** Congrats Sawyer Jennings, our February Computer/Library student of the month. Mrs. Coleman says: Sawyer comes to class excited to learn each week. He follows directions promptly, participates in class, has a great attitude, and is such a pleasure to have in the library and computers. Congrats Sawyer!!

**Band Student of the month:** Congrats Macy Dunn , our February band student of the month Mr. Holoubek says: Macy is a leader by example during band, she is always on task and puts a lot of effort into everything she does in and outside of the band classroom. You can tell she spends good amounts of time practicing outside of the band and has taken on doing several solo/duets for the contest. She is always the first one to offer up help when things need to be done and she will do things without having to ask. Macy is a team player who is always willing to help others in her section that might be struggling. Keep up the good work Macy!

### **Above and Beyond Award:**

The winner in February goes to Sara Cooper. Cari Bedlan has nominated her and has this to say about Mrs. Cooper: I would like to nominate Sara Cooper for the Above and Beyond Award. Sara does a wonderful job in the classroom with her students. She is one of the first people to volunteer to help, organize, or join a committee. This year she volunteered to help run our Student Council organization that helped with Ollie's Mission & many other important activities for our students. She is civic minded and wants to truly make a difference in our community!

### **PS & K Roundup:**

Preschool round-up for the 2024-2025 school year will be held at the elementary on Friday, March 22nd from 8:30 to 9:30 am. Kindergarten round-up for the 2024-2025 school year will be held at the elementary on Friday, March 22nd from 10:00 to 11:00 am. Letters will go home at the end of February to parents.

### **Parent Teacher Conferences:**

Parent teacher conferences are scheduled on February 21st from 12:00 to 8:00. We will be using Pick-a-time to schedule those conferences the week of February 12th. Our team is looking forward to sharing all the growth and wonderful things our students are doing.

Big thanks to our PTO. On Monday, February 5th, the PTO provided an assembly called Planetarium Dome! Through digital projection inside the gigantic inflatable dome, students learned about our solar system and our space program.



# Ms. Novotny Jr / Sr High School Board Report



February 12, 2024

## Student & Staff Highlights

- We recognized our students who had perfect attendance for the 2nd quarter.
- Mr. Dan Krajicek received the District 9 VFW Teacher of the Year award and will move on to the state level.
- Kinsley Smith and Brooklynn Bussing auditioned and were selected to participate in the Class C All-State for Band. Kinsley will be the first chair trumpet in the junior high band and Brooklynn will be the first chair flute in the wind ensemble.
- Ben Walz and his Special Olympics team won their Basketball Tournament.
- We held an assembly to honor our first-semester honor roll students and those students who won academic letters last year for being on the honor roll for the whole year.
- Regan Wilson was selected and performed in the University of Nebraska-Kearney Honor Choir.
- In their first speech meet, Bella Sliva received 2nd place for Novice Serious Prose and Lexi Bisailon received 6th place for Novice Poetry.
- Mrs. Heise's 7th-grade students did a cool activity with ecosystems, the different biotic and abiotic components and they had to make decisions in their game to ensure that their ecosystem stayed alive.
- Andi Nelson and Skylar Crews were selected and performed in the Wayne State Honor Choir.
- Several Middle School students attended the Stanton Junior High Honor Band and Choir event.
- Our juniors are attending John Baylor ACT prep courses once a week for two hours of live training.

## February Staff Member Above & Beyond Winner:

- I would like to nominate Joel Carrillo for the February Above and Beyond award. In his classroom, Joel is not only a great role model inspiring and challenging his students daily, but he is also building relationships with them. Joel takes the relationship building out of his classroom into the halls of the school as well. Whether he is inspiring and uplifting his peers or encouraging his athletes to keep their eye on the goal. Joel can frequently be seen having simple meaningful conversations with students during the passing periods. Joel is definitely letting our students and staff know how valued they are. Joel, thanks for inspiring all of us to be better!

### **Character Building - 212° - The Extra Degree Video**

- On February 1st our students watched a video about 212°, the extra degree, and that the only thing that stands between a person and what they want in life is the will to try it and the faith to believe it is possible. The students then discussed reflection questions as a group about what they needed to do to reach the 212 degrees, what goals they have for the new semester, and how they would reach those goals.

### **BLT Meeting**

- Our BLT met this past week and looked at grade scales and weighted classes from our conference schools and area schools.



**Activities Department Board Report- February 2024**  
**Josh Lynch- Activities Director**

- Cole Smith, Maura Tichota, Connor North, and Joey Benjamin signed their collegiate letters of intent on Feb. 7th
- High school Honor Choir students participated in the UNK and WSC events
- JH Honor Band and Choir students participated in the Stanton Honor Music event
- District wrestling was last week and State is this week
- Girls Basketball won the NCC tournament championship
- GBB sub-districts are this week and district final is next week
- BBB sub-districts are next week
- Thanks to Mr. Vanness and his classes for the work they have done creating videos and digital media for social media and the video boards
- Spring sports practices start Feb. 26th

**1. Enrollment**

- a. Attached to this report
- b. Option applications are due on March 15, 2024. Late applications can be approved if the resident district waives the deadline.

2. **65 Building Status.** Demolition is complete and repairs were made to internal roof drain pipes that froze and split due to snow and severe cold. Contents of the rented pod will be moved back into the building.
3. **Safety Drill.** The elementary and high school will be conducting safety drills (lockdown drill) on Friday, February 23rd. Principals have sent, or will send information to parents via email. Teachers will be discussing the purpose and protocols prior to the drill. The goal is to implement these drills into our safety plan and normal drill and preparation procedures.
4. **Letters of Intent and Contracts for 2024-25.** Letters of intent for certified teachers were delivered last week. The letter of intent is a planning tool that allows teachers to signal their plans to stay at YPS, leave YPS, are unsure, and also indicate if they plan to take classes to move on the salary schedule. Contracts for 2024-25 will be delivered to teachers on or about the last week of February and will be due back to my office on or about March 15th.
5. **Semester One Drug Testing.** Drug testing for students participating in school activities was conducted per policy.

2023-24 Enrollment as of 2-12-2024				2023-24 Monthly Summary							
Grade	Enrollment	Change from Prior Month	Totals		8-18-2023	9-11-2023	10-9-2023	11-13-2023	12-11-2023	1-8-20-24	
Class of 2036	PreK	24	0	Total PreK:	24	25	25	25	25	25	24
Class of 2035	K	41	0			42	42	43	42	42	41
Class of 2034	1	31	0			31	31	31	30	29	31
Class of 2033	2	30	0			30	30	30	30	30	30
Class of 2032	3	34	0			34	34	34	35	34	34
Class of 2031	4	39	0			40	40	40	39	38	39
Class of 2030	5	39	0			39	39	39	39	39	39
Class of 2029	6	40	0	Total PK-6:	278	39	39	39	39	39	40
Class of 2028	7	32	0			32	32	32	32	31	32
Class of 2027	8	47	0			47	47	47	47	48	47
Class of 2026	9	27	0			27	27	27	27	27	27
Class of 2025	10	39	0			39	39	39	39	39	39
Class of 2024	11	31	0			30	30	30	30	30	31
	12	38	0	Total 7-12:	214	38	38	38	38	38	38
				Total K-12:	468	468	468	469	467	464	468
				Total PK-12:	492	493	493	494	492	489	492

### Historic Enrollment 2007-08 to Present

\*\* As reported to NDE in October of the Year Listed

YEAR	PK	KG	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	K-12 Total	Change from Previous Year	% Change from Previous Year	PK-12 Total
2023-2024	25	43	31	30	34	40	39	39	32	47	27	39	30	38	469	(-10)	(-2.09%)	494
2022-2023	27	32	32	34	42	37	41	36	50	30	41	29	38	37	479	(-24)	(-4.77%)	506
2021-2022	28	38	34	41	37	40	39	47	27	41	34	43	40	42	503	41	8.87%	531
2020-2021	29	39	40	32	38	33	46	29	39	28	40	29	41	28	462	20	4.52%	491
2019-2020	38	39	34	33	30	44	29	33	28	40	28	40	25	39	442	23	5.49%	480
2018-2019	38	35	29	30	41	22	29	26	44	27	38	29	41	28	419	(-14)	(-3.23%)	457
2017-2018	33	33	30	37	25	29	27	43	30	38	29	37	31	44	433	(-14)	(-3.13%)	466
2016-2017	36	35	39	28	30	29	43	30	36	32	36	28	41	40	447	3	0.68%	483
2015-2016	33	41	27	33	28	42	33	36	28	38	31	40	41	26	444	(-3)	(-0.67%)	477
2014-2015	42	31	31	29	41	34	36	26	36	30	41	42	26	44	447	9	2.05%	489
2013-2014	39	32	32	34	33	38	24	38	30	38	42	27	44	26	438	(-12)	(-2.67%)	477
2012-2013	25	49	33	34	38	22	37	30	36	44	25	43	24	35	450	12	2.74%	475
2011-2012	34	42	31	36	23	33	28	33	45	24	45	26	37	35	438	(-7)	(-1.57%)	472
2010-2011	34	38	36	23	31	30	35	44	26	45	23	40	33	41	445	(-10)	(-2.20%)	479
2009-2010	3	42	24	30	29	33	41	27	41	27	41	35	41	44	455	(-7)	(-1.52%)	458
2008-2009	26	25	31	29	36	39	26	43	29	43	36	39	46	40	462	(-18)	(-3.75%)	488
2007-2008	0	35	26	34	39	22	42	27	43	40	38	46	39	49	480			480

Average Yearly Enrollment Growth: (-0.08%)

**BOARD OF EDUCATION  
YUTAN PUBLIC SCHOOLS**

**BOARD MEETING  
High School Media Center  
January 10, 2024**

**AGENDA**

**1. Call to Order**

The meeting was called to order at 6:00 pm by President A. Wacker.

**2. Open Meetings Act**

This meeting will be conducted in accordance with the Nebraska Open Meetings Act. The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting at a location accessible to members of the public.

**3. Pledge of Allegiance**

**4. Roll Call**

Attendance Taken at 6:00 PM.

Judy Daniell:	Present
Dan Egr:	Present
Bill Hancock:	Absent
Gary Hollst:	Present
Adam Wacker:	Present
Eric Wilke:	Present

**5. Excuse Absences of Board Members**

Moved by Judy Daniell, seconded by Gary Hollst to excuse absent board members. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

**6. Public Notice**

Per board policy 2008, advance notice of all board meetings, other than emergency meetings, shall be publicized 48 hours or more in advance of the meeting in a newspaper of general circulation in the district. Meeting notices may also be posted on the school district website and posted in three prominent places in the school district.

- **Publication:** Meeting notice was published in the Wahoo Newspaper on Friday, December 29, 2023, and then again due to postponing the meeting in the Omaha World Herald on Wednesday, January 10, 2024.
- **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools webpage on Wednesday, January 3, 2024, and then again at the same locations on Monday, January 8, 2024.

- **Agenda:** The agenda is kept current and available for public inspection at the Superintendent’s office during normal business hours, and is posted on the school website in advance of the scheduled meeting. The agenda may not be altered later than 24 hours prior to the beginning of the meeting. The order of the items on the agenda may be changed by the board at or during the meeting.

## **7. Approval of the Agenda**

Moved by Gary Hollst, seconded by Eric Wilke to approve the agenda. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

## **8. Citizen Comments**

### **Instructions for those who wish to speak during Citizen Comment:**

The Board of Education recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted effectively and in an organized manner, a Citizen Comment period will be scheduled at some meetings. The Public Comment sign-in sheet is located on the table near the entrance and your name and topic must be entered on the sheet prior to the start of the meeting. If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has complaint procedures to address such complaints and concerns. The Board requests that you follow the policy and procedures before commenting on these matters to the Board. Board members will not respond to any questions you ask or comments about individual staff members or students, but may direct your concerns to the appropriate administrator for further review. Each speaker shall be allowed a maximum of five minutes, and not more than twenty minutes will be allowed for a specific topic. Policy 2009-Public Participation at Board Meetings is made available in the meeting room.

Comments:

- Foundation Information: None
- Booster Club Information: None
- General Public Comments: None

## **9. Election of Board Officers**

As required by state statute, the board must reorganize each year by electing officers, appointing committees, and authorizing district representatives. The board will consider, discuss, and take all necessary action to elect officers for the 2024 calendar year:

- President
- Vice-President
- Secretary
- Treasurer

Moved by Gary Hollst, seconded by Judy Daniell to leave the officers as they currently are: President Adam Wacker, Vice President Bill Hancock, Secretary Dan Egr, and Treasurer Gary Hollst. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

## **10. Board Committee Assignments**

As part of the annual reorganization, the Board shall authorize committees to serve the interests of the board or as required by state statute. The President is authorized by board policy to make committee assignments. Committees for consideration:

- Committee on American Civics
- Facilities Committee
- Finance Committee
- Negotiations Committee
- Transportation Committee
- Curriculum Committee
- Public Relations Committee

Moved by Judy Daniell, seconded by Gary Hollst **to continue to allow President Wacker to appoint committee members as deemed necessary according to board policy.** Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

## **11. Administrative Reports**

Written reports have been submitted from the elementary principal, jr/sr high school principal, activities director, student services director, and superintendent. The written reports are attached for review, but the administrators will forgo their usual monthly report summary to present a joint report on student achievement data and other information.

- Administrative Presentation

## **12. Consent Agenda**

The Consent Agenda is used to help the efficiency of the meeting by allowing the Board to approve items such as prior meeting minutes, general business of noncontroversial nature, or routine communication. The Consent Agenda for this meeting includes:

1. Minutes from the December 11, 2023 Board Meeting
2. Treasurer's Report and Claims

Moved by Eric Wilke, seconded by Dan Egr to approve the consent agenda. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

## **13. Committee Reports**

Reports from the following committee(s):

- Finance Committee
- Facilities Committee

## **14. Business Items**

#### 14.1. Annual Board Authorizations

The board will consider, discuss, and take all necessary action to authorize the following representatives or agents:

- Wahoo Newspaper and Omaha World-Herald: Newspapers of General Circulation
- KSB School Law and BairdHolm: School District Legal Counsel
- First State Bank of Yutan: General Depository
- Superintendent Rex Pfeil:
  - Custodian of all district financial accounts and funds.
  - District agent for state and federal programs and funds.
  - Non-discrimination compliance coordinator.
- Activities Director Josh Lynch: Title IX Coordinator.

Moved by Gary Hollst, seconded by Eric Wilke to approve the annual authorizations as presented. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

#### 14.2. Authorization to Sign Checks, Warrants, and Other Instruments

Board policy authorizes the President and Secretary to sign checks, warrants, and other instruments on behalf of the district. It has been the practice of the district to also delegate the Treasurer to sign and validate the same documents as part of the monthly claim approval process. The board will consider, discuss, and take all necessary action to approve the President, Secretary, and Treasurer to sign checks, warrants, and other instruments on behalf of the district.

Moved by Eric Wilke, seconded by Judy Daniell to authorize board president Adam Wacker, board secretary Dan Egr, and board treasurer Gary Hollst to sign checks, warrants, and other instruments on behalf of the district. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

#### 14.3. Approval of Line of Credit

On an annual basis and upon Board approval, the district may access up to a \$1,000,000 line of credit from First State Bank-Yutan. The line of credit allows the district to borrow for short-term cash flow needs such as payroll and monthly claims. First State Bank offers the line of credit at a 6.75% interest rate. The Board will consider, discuss, and take all necessary action to authorize the Treasurer to sign for renewal of the annual line of credit and for Superintendent to act as custodian for the line of credit.

Moved by Judy Daniell, seconded by Eric Wilke to approve the authorization of board treasurer Gary Hollst to sign for the annual renewal and allow Superintendent Rex Pfeil to act as custodian of the \$1,000,000 line of credit at First State Bank-Yutan at 6.75% interest rate.. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

#### 14.4. Preschool Tuition for 2024-25

On an annual basis, the BOE establishes the tuition rate for the preschool program. Tuition does not cover all the expenses of the program, but does help defray the cost of supplies, learning materials, and snacks. The administration is recommending increasing the preschool tuition cost from \$100 per month to \$120 per month for the 2024-25 school year. This increase will put YPS just below the average cost of school districts in our area. The Board

will discuss, consider, and take all necessary action to set preschool tuition for the 2024-25 school year.

Moved by Gary Hollst, seconded by Judy Daniell to approve increasing the cost of preschool tuition from the current \$100 per month to \$120 per month for the 2024-25 school year. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

#### 14.5. Review and/or Revise Policies

The following policies are subject to approval and/or revision as part of the monthly policy review process. The policies presented have been reviewed by the Superintendent and are current by state statute, legal specifications, or NDE requirements; or have been revised or new policies presented to be in alignment with state statute, legal recommendation, or state and federal requirements. The board will consider, discuss, and take necessary action to affirm existing policies or approve revised or new policies as presented.

- 2009-Public Participation at Board Meetings
- 4029-Salary Schedule for Certificated Employees
- 4041-Staff Dress and Appearance
- 4042-Employee Social Security Numbers
- 4043-Professional Boundaries Between Employees and Students
- 4044-Political Activity by Staff Members
- 4045-Milk Expression
- 4046-Internet Searches Regarding Potential Employees
- 4048-Assessment Administration and Security
- 4050-Overtime and Compensatory Time

Moved by Eric Wilke, seconded by Judy Daniell to approve the policies as presented. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

### **15. Discussion and Informational Items**

Items for discussion, information, or consideration - no action to be taken:

- Strategic Planning with NASB
- DRAFT 2024-25 school calendar
- Option Enrollment Capacities - February 2024 Board meeting
- First Responders Training on Saturday 1-6
- Policies for review at the February Board meeting:
  - 4051-Use of Social Media by School District Employees
  - 4052-Job Reference to Prospective Employees
  - 4053-Conflict of Interest
  - 4054-Reporting Child Abuse or Neglect
  - 4055-Head Teacher
  - 4056-Resignation of Certificated Staff

**16. Next Board Meeting**

The next regular monthly meeting of the Board is scheduled for February 12, 2024 at 6:00pm in the high school media center.

**17. Adjournment**

Meeting was adjourned at 8:12pm.

YUTAN PUBLIC SCHOOLS									
FUND STATEMENT AND ACCOUNT BALANCES									
1/31/2024									
ACCOUNT	ACCOUNT #	BOOK BEG BALANCE	RECEIPTS	INTEREST	EXPENSES	TRANSFERS	BOOK END BALANCE	OUTSTANDING CHECKS	BANK STATEMENT BALANCE
<b>GENERAL FUND</b>									
CHECKING	467216	\$ 1,676,461.71	\$ 810,895.72	\$ 7,971.80	\$ 543,444.14		\$ 1,951,885.09	\$ 1,468.83	\$ 1,953,353.92
							\$ 1,951,885.09		\$ 1,953,353.92
							\$ 1,550,067.42	1/31/2023	
<b>DEPRECIATION FUND</b>									
CHECKING	467533	\$ 688,829.80		\$ 3,162.35	\$ 1,395.07		\$ 690,597.08		\$ 690,597.08
NLAF	9300749	\$ 1,045,547.20		\$ 4,485.16			\$ 1,050,032.36		\$ 1,050,032.36
							\$ 1,740,629.44		\$ 1,740,629.44
							\$ 1,540,887.53	1/31/2023	
<b>BOND FUND</b>									
CHECKING	910148304	\$ 828,653.50	\$ 18,423.55	\$ 3,850.99			\$ 850,928.04		\$ 850,928.04
							\$ 850,928.04		\$ 850,928.04
							\$ 678,588.74	1/31/2023	
<b>QCPUF FUND</b>									
CHECKING	910148293	\$ 651.18		\$ 2.99			\$ 654.17		\$ 654.17
							\$ 654.17		\$ 654.17
							\$ 94,848.18	1/31/2023	
<b>BUILDING FUND</b>									
CHECKING	689612	\$ 225,020.46	\$ 28,270.07	\$ 1,005.83	\$ 53,570.00		\$ 200,726.36		\$ 200,726.36
NLAF	9300012	\$ 631,715.28		\$ 2,709.91			\$ 634,425.19		\$ 634,425.19
							\$ 835,151.55		\$ 835,151.55
							\$ 867,442.10	1/31/2023	
<b>UNEMPLOYMENT FUND</b>									
SAVINGS	46945020	\$ 16,343.22					\$ 16,343.22		\$ 16,343.22
							\$ 16,343.22		\$ 16,343.22
							\$ 16,318.79	1/31/2023	
<b>ACTIVITY FUND</b>									
CHECKING	686097	\$ 82,292.14	\$ 11,594.30	\$ 398.90	\$ 12,862.55		\$ 81,422.79	\$ 4,466.09	\$ 85,888.88
							\$ 81,422.79		\$ 85,888.88
							\$ 93,189.65	1/31/2023	
<b>STUDENT FEE</b>									
SAVINGS	46855520	\$ 9,325.22					\$ 9,325.22		\$ 9,325.22
							\$ 9,325.22		\$ 9,325.22
							\$ 9,311.29	1/31/2023	
<b>EMPLOYEE BENEFIT FUND</b>									
CHECKING	467614	\$ 4,009.54	\$ 2,324.68		\$ 2,248.13		\$ 4,086.09		\$ 4,086.09
PAYFLEX	500301928	\$ 30,561.18	\$ 3,017.30		\$ 3,017.30		\$ 30,561.18		\$ 30,561.18
							\$ 34,647.27		\$ 34,647.27
							\$ 31,439.10	1/31/2023	
<b>LUNCH FUND</b>									
CHECKING	687371	\$ 217,449.52	\$ 21,572.72	\$ 994.08	\$ 23,644.20		\$ 216,372.12	\$ 145.55	\$ 216,517.67
							\$ 216,372.12		\$ 216,517.67
							\$ 212,766.08	1/31/2023	
<b>TOTAL ALL FUNDS</b>									
							\$ 5,737,358.91		\$ 5,743,439.38
							\$ 5,094,858.88	1/31/2023	
<b>TOTALS</b>		\$ 5,456,859.95	\$ 896,098.34	\$ 24,582.01	\$ 640,181.39	\$ -	\$ 5,737,358.91	\$ 6,080.47	\$ 5,743,439.38

## Yutan Public Schools

### January 2024 Revenue Report

Account	January Actuals	Adopted Budget	Actuals (YTD)	Available	% of Budget
01100 - Taxes Levied/Assessed by the School District	(\$334,626.66)	(\$3,911,450.00)	(\$1,520,606.71)	(\$2,390,843.29)	38.88%
01115 - Carline Taxes	\$0.00	(\$1,200.00)	(\$974.99)	(\$225.01)	81.25%
01120 - Public Power District Sales Taxes	\$0.00	(\$35,000.00)	(\$143.17)	(\$34,856.83)	0.41%
01125 - Motor Vehicle Taxes	(\$38,083.93)	(\$360,000.00)	(\$158,658.11)	(\$201,341.89)	44.07%
01370 - Preschool Tuition & Fees	(\$600.00)	(\$18,000.00)	(\$6,600.00)	(\$11,400.00)	36.67%
01510 - Interest on Investments	(\$7,971.80)	(\$1,500.00)	(\$40,630.52)	\$39,130.52	2708.70%
01910 - Other Rentals of School Equipment, Property, and Facilities	\$0.00		(\$263.44)	\$263.44	
01990 - Miscellaneous Local Revenue	\$0.00	(\$3,000.00)	\$0.00	(\$3,000.00)	0.00%
02110 - County Fines & License Fees	(\$3,967.17)	(\$15,500.00)	(\$10,038.08)	(\$5,461.92)	64.76%
02130 - Other County Receipts	\$0.00	(\$1,200.00)	\$0.00	(\$1,200.00)	0.00%
03110 - State Aid	(\$261,227.00)	(\$2,612,272.00)	(\$1,306,135.00)	(\$1,306,137.00)	50.00%
03120 - SPED (School Age)	(\$87,752.00)	(\$595,600.00)	(\$175,248.00)	(\$420,352.00)	29.42%
03180 - Pro-Rate Motor Vehicle	(\$1,832.85)	(\$6,800.00)	(\$2,962.65)	(\$3,837.35)	43.57%
03400 - State Apportionment	(\$81,767.58)	(\$71,000.00)	(\$81,767.58)	\$10,767.58	115.17%
03535 - Payment for High Ability Learners	\$0.00	(\$5,500.00)	(\$5,920.00)	\$420.00	107.64%
04310 - REAP	\$0.00	(\$18,700.00)	\$0.00	(\$18,700.00)	0.00%
04423 - IDEA Part B ARP Proportionate Share	(\$738.00)		(\$738.00)	\$738.00	
04505 - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$0.00	(\$23,640.00)	\$0.00	(\$23,640.00)	0.00%
04518 - IDEA Part B (611) Base & Enrollment Poverty Allocation	\$0.00	(\$97,200.00)	\$0.00	(\$97,200.00)	0.00%
04525 - Federal Vocational & Applied Technology Education (Carl Perkins)	\$0.00	(\$3,650.00)	\$0.00	(\$3,650.00)	0.00%
04708 - Medicaid in Public Schools	(\$67.02)	(\$100.00)	(\$117.72)	\$17.72	117.72%
04709 - Medicaid Administrative Activities (MAAPS)	\$0.00	(\$2,500.00)	(\$810.22)	(\$1,689.78)	32.41%
05690 - Other Non-Revenue Receipts	\$0.00	(\$3,500.00)	(\$2,640.32)	(\$859.68)	75.44%
<b>Totals</b>	<b>\$ (818,634.01)</b>	<b>\$ (7,787,312.00)</b>	<b>\$ (3,314,254.51)</b>	<b>\$ (4,473,057.49)</b>	<b>42.56%</b>

**Yutan Public Schools**  
February 2024 Expense Report

Account	February Actuals	Adopted Budget	Actuals (YTD)	Available	% of Budget
01100 - Regular Instructions Programs	\$253,642.15	\$3,752,780.00	\$1,603,873.60	\$2,148,906.40	42.74%
01160 - Poverty Programs	\$9,052.78	\$115,996.00	\$54,316.97	\$61,679.03	46.83%
01190 - Early Childhood Educational Programs	\$6,738.05	\$105,205.00	\$43,131.04	\$62,073.96	41.00%
01200 - Special Education Instructional Programs - School Age	\$70,418.84	\$1,303,004.00	\$391,817.60	\$911,186.40	30.07%
01291 - Special Education Instructional Programs - Ages 3-5	\$0.00	\$8,500.00	\$0.00	\$8,500.00	0.00%
01292 - Special Education Instructional Programs - Ages 0-2	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%
02120 - Guidance Services	\$16,688.16	\$218,194.00	\$102,046.73	\$116,147.27	46.77%
02130 - Health Services	\$4,211.41	\$72,254.00	\$24,951.93	\$47,302.07	34.53%
02131 - Health Services - SPED - School Age	\$0.00	\$35,000.00	\$0.00	\$35,000.00	0.00%
02141 - Psychological Services - SPED - School Age	\$11,377.50	\$75,000.00	\$34,132.50	\$40,867.50	45.51%
02151 - Speech Pathology and Audiology Services - SPED - School Age	\$7,574.13	\$106,866.00	\$45,444.78	\$61,421.22	42.53%
02153 - Speech Pathology and Audiology Services - SPED - Ages 0-2	\$0.00	\$8,500.00	\$0.00	\$8,500.00	0.00%
02161 - Occupational Therapy-Related Services - SPED - School Age	\$10,309.75	\$31,000.00	\$30,971.11	\$28.89	99.91%
02162 - Occupational Therapy-Related Services - SPED - Ages 3-5	\$0.00	\$3,500.00	\$0.00	\$3,500.00	0.00%
02163 - Occupational Therapy-Related Services - SPED - Ages 0-2	\$0.00	\$3,500.00	\$0.00	\$3,500.00	0.00%
02171 - Physical Therapy-Related Services - SPED - School Age	\$182.25	\$7,500.00	\$1,660.50	\$5,839.50	22.14%
02172 - Physical Therapy-Related Services - SPED - Ages 3-5	\$0.00	\$1,500.00	\$0.00	\$1,500.00	0.00%
02173 - Physical Therapy-Related Services - SPED - Ages 0-2	\$0.00	\$2,500.00	\$587.25	\$1,912.75	23.49%
02181 - Visually Impaired-Related Services - SPED - School Age	\$0.00	\$10,000.00	\$184.60	\$9,815.40	1.85%
02190 - Support Services - Student - Other	\$15,996.78	\$255,501.00	\$117,074.11	\$138,426.89	45.82%
02211 - School Improvement	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%
02213 - Instructional Staff Training	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%
02220 - Library or Media Services	\$12,169.61	\$184,472.00	\$72,438.08	\$112,033.92	39.27%
02230 - Instruction-Related Technology	\$0.00	\$4,000.00	\$4,275.00	(\$275.00)	106.88%
02310 - Board of Education	\$10,959.40	\$35,000.00	\$24,999.41	\$10,000.59	71.43%
02320 - Executive Administration	\$23,563.53	\$289,606.00	\$141,384.40	\$148,221.60	48.82%
02330 - District Legal Services	\$1,267.50	\$50,000.00	\$8,147.90	\$41,852.10	16.30%
02410 - Office of the Principal	\$38,841.44	\$541,403.00	\$238,860.79	\$302,542.21	44.12%
02510 - Fiscal Services	\$17,101.98	\$257,530.00	\$99,937.58	\$157,592.42	38.81%
02610 - Operation of Buildings	\$39,021.41	\$612,500.00	\$228,273.29	\$384,226.71	37.27%
02620 - Maintenance of Buildings	\$21,059.57	\$309,048.00	\$102,327.11	\$206,720.89	33.11%
02630 - Care & Upkeep of Grounds	\$0.00	\$15,000.00	\$3,361.28	\$11,638.72	22.41%
02650 - Vehicle Operation, Maintenance & Purchasing (Other Than Student Transportation Vehicles)	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%
02710 - Vehicle Operation & Purchasing- Regular Education	\$8,004.83	\$364,516.00	\$66,276.79	\$298,239.21	18.18%
02712 - Vehicle Operation & Purchasing - School Age SPED	\$2,353.22	\$84,145.00	\$19,627.00	\$64,518.00	23.33%
02713 - Vehicle Operation & Purchasing - Ages 3-5 SPED	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
02715 - Vehicle Operation & Purchasing - Ages 0-2 SPED	\$0.00	\$1,500.00	\$303.26	\$1,196.74	20.22%
03300 - Community Services Operations	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
03535 - High Ability Learners	\$881.17	\$17,913.00	\$5,287.01	\$12,625.99	29.51%
06200 - Federal Services - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$7,671.81	\$53,107.00	\$46,030.86	\$7,076.14	86.68%
06406 - Federal Services - IDEA Preschool (619) Base Allocation	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
06408 - Federal Services - IDEA Part B (611) Base & Enrollment Poverty Allocation - Birth Through Age 21	\$13,508.19	\$134,028.00	\$48,922.07	\$85,105.93	36.50%
06412 - Federal Services - IDEA Part B Proportionate Share	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%
06423 - Federal Services - IDEA Part B ARP Proportionate Share	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
06700 - Federal Services - Federal Vocational & Applied Technology Education (Carl Perkins)	\$0.00	\$7,500.00	\$2,814.40	\$4,685.60	37.53%
06992 - REAP	\$0.00	\$18,700.00	\$0.00	\$18,700.00	0.00%
08000 - Transfers (Outgoing)	\$0.00	\$265,000.00	\$127,268.00	\$137,732.00	48.03%
<b>Totals</b>	<b>\$602,595.46</b>	<b>\$9,410,268.00</b>	<b>\$3,690,726.95</b>	<b>\$5,719,541.05</b>	<b>39.22%</b>

# Yutan Public Schools

## Check Report February 2024

Payee	Check Date	Check Number	Description	Type	Amount
All Star Plumbing, LLC	02/12/2024	22984	Plumbing Services	Accounts Payable	\$230.00
Amazon Capital Services, Inc.	02/12/2024	22985	Janitorial Supplies-HS	Accounts Payable	\$131.95
Amazon Capital Services, Inc.	02/12/2024	22985	Office/Building	Accounts Payable	\$290.63
Amazon Capital Services, Inc.	02/12/2024	22985	TECH	Accounts Payable	\$150.50
Boone Brothers Roofing	02/12/2024	22986	Roof Repair-ELEM	Accounts Payable	\$433.75
City Of Yutan	02/12/2024	22987	Water Bills	Accounts Payable	\$1,031.29
Clean Up Containers, Inc.	02/12/2024	22988	Dumpster 65 BLDG	Accounts Payable	\$195.00
Column Software PBC	02/12/2024	22989	Minutes & Claims	Accounts Payable	\$296.16
Column Software PBC	02/12/2024	22989	Notice ID RP1XjANmV1QAqjp1ynnE6	Accounts Payable	\$20.19
Continental Fire Sprinkler Company	02/12/2024	22990	5YR Pipe Inspection	Accounts Payable	\$850.00
Cubbys, Inc.	02/12/2024	22991	Gasoline	Accounts Payable	\$772.92
De Lage Landen Financial Services, Inc.	02/12/2024	22992	Copier Lease	Accounts Payable	\$1,201.85
Diode Technologies	02/12/2024	22993	New Phone-HS	Accounts Payable	\$262.50
Diode Technologies	02/12/2024	22993	Service call @ ELEM	Accounts Payable	\$120.00
Diode Technologies	02/12/2024	22993	Yearly Zultys Firmware/Software	Accounts Payable	\$1,865.25
Eakes	02/12/2024	22994	ELEM Color Copier Contract	Accounts Payable	\$1,644.87
Educational Service Unit #2	02/12/2024	22995	3rd Quarter Billing	Accounts Payable	\$45,346.66
Educational Service Unit #2	02/12/2024	22995	Fall 23 Art Cadre	Accounts Payable	\$25.00
Educational Service Unit #2	02/12/2024	22995	Leadership Meeting-SN	Accounts Payable	\$10.00
Egan Supply Co, Inc.	02/12/2024	22996	Custodial Supplies	Accounts Payable	\$1,197.59
Egan Supply Co, Inc.	02/12/2024	22996	Janitorial/Maintenance	Accounts Payable	\$362.44
First National Bank	02/12/2024	22997	January Visa Charges	Accounts Payable	\$417.80
Follett Content Solutions, LLC	02/12/2024	22998	Books-ELEM Library	Accounts Payable	\$247.11
Frontier Cooperative	02/12/2024	22999	Petroleum Services	Accounts Payable	\$400.00
Harris School Solutions	02/12/2024	23000	AAWeb: 4/24-3/25	Accounts Payable	\$1,238.66
Helm Service Inc	02/12/2024	23001	ELEM Repairs	Accounts Payable	\$6,836.62
Helm Service Inc	02/12/2024	23001	HS Repairs	Accounts Payable	\$747.50
Hometown Leasing	02/12/2024	23002	Copier Lease-ELEM	Accounts Payable	\$179.61
INTERMEDIA.NET INC	02/12/2024	23003	Phone Services	Accounts Payable	\$211.84
JW Pepper & Son, Inc.	02/12/2024	23004	Choir Music	Accounts Payable	\$293.13
Konecky Oil, Inc.	02/12/2024	23005	Repairs on Ford Van	Accounts Payable	\$302.72
KSB School Law	02/12/2024	23006	District Legal Services	Accounts Payable	\$1,267.50
Learn 2 Move	02/12/2024	23007	PT Services December	Accounts Payable	\$290.11
Lynch, Joshua S	02/12/2024	23008	Mileage	Accounts Payable	\$518.58
Matheson Tri-Gas, Inc.	02/12/2024	23009	Tank Rentals	Accounts Payable	\$838.35
Matheson Tri-Gas, Inc.	02/12/2024	23009	Welding Supplies	Accounts Payable	\$713.75
MCI	02/12/2024	23010	Long distance services	Accounts Payable	\$137.01
Metropolitan Utilities District	02/12/2024	23011	Natural Gas Bills	Accounts Payable	\$4,946.00
My Central Supply	02/12/2024	23012	Auto Scrubber for Activity Center	Accounts Payable	\$5,699.00
NASB	02/12/2024	23013	Board Devlp-Strategic Planning	Accounts Payable	\$3,900.00
NASB	02/12/2024	23013	Board Leadership Survey	Accounts Payable	\$250.00
NASB	02/12/2024	23013	Board Retreat-July	Accounts Payable	\$243.01

NASB	02/12/2024	23013	Board Retreat-July/October	Accounts Payable	\$1,188.16
NASB	02/12/2024	23013	Monday Program	Accounts Payable	\$220.00
NASB (Dues)	02/12/2024	23014	Annual Membership Dues-24/25	Accounts Payable	\$4,626.00
NASB ALICAP	02/12/2024	23015	2022/2023 Worker's Comp Audit	Accounts Payable	\$1,250.00
Nationwide	02/12/2024	23016	Surety Bond-GH	Accounts Payable	\$175.00
Nebraska Rural Community Schools Association	02/12/2024	23017	NRSCA Spring Conference	Accounts Payable	\$220.00
Novotny, Stefanie E	02/12/2024	23018	Mileage	Accounts Payable	\$329.64
Omaha World Herald - Newspapers In Education	02/12/2024	23019	Account # 3712183	Accounts Payable	\$24.45
Omaha World Herald c/o Lee Advertising	02/12/2024	23020	Acct #860000001014602	Accounts Payable	\$24.00
One Source	02/12/2024	23021	Background Checks	Accounts Payable	\$48.00
OPPD	02/12/2024	23022	Electric Bills	Accounts Payable	\$10,351.38
Pfeil, Rex	02/12/2024	23023	Mileage/Phone Allowance	Accounts Payable	\$144.52
TNT Cleaning Service	02/12/2024	23024	Cleaning Service	Accounts Payable	\$8,100.00
U.S. Bank	02/12/2024	23025	December Charges	Accounts Payable	\$331.20
Units of Omaha	02/12/2024	23026	Pod Rental	Accounts Payable	\$370.00
Visual Edge IT, INC	02/12/2024	23027	Copier Contract	Accounts Payable	\$4,188.34
Voss Lighting	02/12/2024	23028	Light bulbs	Accounts Payable	\$110.46
Waste Connections Of Ne, Inc.	02/12/2024	23029	Trash Services-ELEM	Accounts Payable	\$330.52
Waste Connections Of Ne, Inc.	02/12/2024	23029	Trash Services-HS	Accounts Payable	\$514.14
Windstream	02/12/2024	23030	Phone Services-ELEM	Accounts Payable	\$158.05
Windstream	02/12/2024	23030	Phone Services-HS	Accounts Payable	\$159.13
Yutan Lunch Fund	02/12/2024	23031	PreK snacks	Accounts Payable	\$341.99
<b>Total Accounts Payable General Fund</b>					<b>\$119,321.83</b>
AFLAC	02/12/2024	23032	AFLAC Accident Plan (Pre-Tax)	Payroll Liability	\$235.82
AFLAC	02/12/2024	23032	AFLAC Cancer	Payroll Liability	\$40.36
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - EE & Children HSA NB Plan	Payroll Liability	\$1,252.20
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - EE & Children PPO NB Plan	Payroll Liability	\$1,458.90
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - EE & Children PPO PSBC Plan	Payroll Liability	\$2,917.80
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - EE & Spouse HSA NB Plan	Payroll Liability	\$1,421.40
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - EE & Spouse HSA PSBC Plan	Payroll Liability	\$1,421.40
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - EE & Spouse PPO NB Plan	Payroll Liability	\$1,656.03
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Family HSA NB Plan	Payroll Liability	\$5,725.71
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Family HSA PSBC Plan	Payroll Liability	\$17,177.13
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Family PPO BH Plan	Payroll Liability	\$2,223.63
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Family PPO NB Plan	Payroll Liability	\$13,341.78
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Family PPO PSBC Plan	Payroll Liability	\$8,894.52
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Single HSA BH Plan	Payroll Liability	\$1,353.68
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Single HSA PSBC Plan	Payroll Liability	\$3,384.20
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Single PPO BH Plan	Payroll Liability	\$1,577.22
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Single PPO NB Plan	Payroll Liability	\$3,154.44
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Benefit - Single PPO PSBC Plan	Payroll Liability	\$2,365.83
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Dental - EE & Children	Payroll Liability	\$172.77
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Dental - EE & Spouse	Payroll Liability	\$29.54
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Dental - Family	Payroll Liability	\$580.14
Blue Cross / Blue Shield	02/12/2024	23033	BCBS Dental - Single	Payroll Liability	\$708.96
Blue Cross / Blue Shield	02/12/2024	23033	Section 125 Dental	Payroll Liability	\$942.77
First State Bank - State Taxes	02/12/2024	23034	State Withholding - NE	Payroll Liability	\$11,135.44

First State Bank - Payroll Taxes	02/12/2024	23035	Federal Withholding	Payroll Liability	\$22,731.55
First State Bank - Payroll Taxes	02/12/2024	23035	FICA	Payroll Liability	\$42,419.88
First State Bank - Payroll Taxes	02/12/2024	23035	Medicare	Payroll Liability	\$9,920.84
Legal Shield	02/12/2024	23036	Legal Shield	Payroll Liability	\$112.60
Retirement Plan Consultants LLC	02/12/2024	23037	403b % (Traditional)	Payroll Liability	\$554.74
Retirement Plan Consultants LLC	02/12/2024	23037	403b % Roth	Payroll Liability	\$352.41
Retirement Plan Consultants LLC	02/12/2024	23037	403b (Traditional)	Payroll Liability	\$4,553.31
Retirement Plan Consultants LLC	02/12/2024	23037	403b Roth	Payroll Liability	\$225.00
State Of Nebraska NPERS	02/12/2024	23038	NPERS	Payroll Liability	\$64,108.20
Yutan Employee Benefits Fund	02/12/2024	23039	Horace Mann Life Insurance	Payroll Liability	\$109.90
Yutan Employee Benefits Fund	02/12/2024	23039	Madison Life LTD EE	Payroll Liability	\$1,727.74
Yutan Employee Benefits Fund	02/12/2024	23039	VSP Vision - Emp + Children	Payroll Liability	\$60.00
Yutan Employee Benefits Fund	02/12/2024	23039	VSP Vision - Emp + Spouse	Payroll Liability	\$55.68
Yutan Employee Benefits Fund	02/12/2024	23039	VSP Vision - Family	Payroll Liability	\$249.60
Yutan Employee Benefits Fund	02/12/2024	23039	VSP Vision - Single	Payroll Liability	\$103.20
Yutan Flex Account	02/12/2024	23040	Dependent Care	Payroll Liability	\$1,999.97
Yutan Flex Account	02/12/2024	23040	Medical Flex	Payroll Liability	\$1,017.33
Yutan School Lunch	02/12/2024	23041	Lunch Deduction	Payroll Liability	\$1,171.50
DirectDep- First State Bank	02/12/2024	EFT	Direct Deposit	Payroll Liability	\$241,356.49
HSA Bank	02/12/2024	EFT	HSA Bank Benefit	Payroll Liability	\$7,341.43
<b>Total Payroll General Fund</b>					<b>\$483,343.04</b>
<b>TOTAL GENERAL FUND</b>					<b>\$602,664.87</b>
Egan Supply Co, Inc.	02/12/2024	6723	ELEM Dish Machine	Accounts Payable	\$350.00
Egan Supply Co, Inc.	02/12/2024	6723	HS Dish Machine Lease	Accounts Payable	\$275.19
Egan Supply Co, Inc.	02/12/2024	6723	Kitchen Supplies	Accounts Payable	\$629.26
Hiland Dairy	02/12/2024	6724	Milk-ELEM	Accounts Payable	\$1,408.87
Hiland Dairy	02/12/2024	6724	Milk-HS	Accounts Payable	\$853.08
Martin Bros.	02/12/2024	6725	ELEM-Lunch	Accounts Payable	\$6,733.25
Martin Bros.	02/12/2024	6725	HS Lunch	Accounts Payable	\$7,798.65
Michelle Griffith	02/12/2024	6726	Refund lunch \$	Accounts Payable	\$74.42
Nebraska Food Distribution Program	02/12/2024	6727	Delivery Fee for Commodities	Accounts Payable	\$285.08
Slepicka, Mary E	02/12/2024	6728	Reimburse for Hot Dog Buns	Accounts Payable	\$20.58
<b>Total Accounts Payable Lunch Fund</b>					<b>\$18,428.38</b>
AFLAC	02/12/2024	6729	AFLAC Accident Plan (Post-Tax)	Payroll Liability	\$5.15
AFLAC	02/12/2024	6729	AFLAC Accident Plan (Pre-Tax)	Payroll Liability	\$166.53
Blue Cross / Blue Shield	02/12/2024	6730	Section 125 Dental	Payroll Liability	\$29.54
Blue Cross / Blue Shield	02/12/2024	6730	Section 125 Plan	Payroll Liability	\$661.82
First State Bank - State Taxes	02/12/2024	6731	State Withholding - NE	Payroll Liability	\$168.58
First State Bank - Payroll Taxes	02/12/2024	6732	Federal Withholding	Payroll Liability	\$197.17
First State Bank - Payroll Taxes	02/12/2024	6732	FICA	Payroll Liability	\$1,379.38
First State Bank - Payroll Taxes	02/12/2024	6732	Medicare	Payroll Liability	\$322.58
Retirement Plan Consultants LLC	02/12/2024	6733	403b (Traditional)	Payroll Liability	\$50.00
State Of Nebraska NPERS	02/12/2024	6734	NPERS	Payroll Liability	\$1,943.20

Yutan Employee Benefits Fund	02/12/2024	6735	VSP Vision - Emp + Spouse	Payroll Liability	\$18.56
DirectDep- First State Bank	02/12/2024	EFT	Direct Deposit	Payroll Liability	\$8,885.45
<b>Total Payroll Lunch Fund</b>					<b>\$13,827.96</b>
<b>TOTAL LUNCH FUND</b>					<b>\$32,256.34</b>
UMB Bank, N.A.	02/12/2024	2	Administrative Fees	Accounts Payable	\$300.00
<b>Total Accounts Payable Bond Fund</b>					<b>\$300.00</b>
<b>TOTAL BOND FUND</b>					<b>\$300.00</b>
Helm Service Inc	02/12/2024	232	Activity Center Repairs	Accounts Payable	\$5,900.00
Peitzmeier Demolition & Concrete Cutting, INC	02/12/2024	233	65 Building Demolition	Accounts Payable	\$1,320.00
<b>Total Accounts Payable Special Building Fund</b>					<b>\$7,220.00</b>
<b>TOTAL SPECIAL BUILDING FUND</b>					<b>\$7,220.00</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 01/01/2024 to 01/31/2024.

Activity ID Site ID	Activity Name Site Name		Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>110</b>	<b>Basketball- Girls</b>							
YPS	Yutan Public Schools							
029118	Cleared	01/03/2024	BRYAN GONZALEZ		01022024		JV GBB Official- 1/2	60.00
029119	Cleared	01/03/2024	JOE PANE		01022024		JV GBB Official- 1/2	60.00
029122	Cleared	01/03/2024	BRIAN ARVIN		01022024		V G/B BB Official- 1/2	80.00
029123	Cleared	01/03/2024	Sylvo Johnson		01022024		V G/B BB Official- 1/2	80.00
029124	Cleared	01/03/2024	Chris Green		01022024		V G/B BB Official- 1/2	80.00
029128	Cleared	01/05/2024	Bob Heimann		010524		JV GBB Official-1/5	60.00
029129	Cleared	01/05/2024	BRIAN BECKER		010524		JV GBB Official-1/5	60.00
029130	Cleared	01/05/2024	BRIAN ARVIN		010524		Varsity G/B BB Official-1/5	80.00
029131	Cleared	01/05/2024	JEREMY WINN		010524		Varsity G/B BB Official-1/5	80.00
029132	Cleared	01/05/2024	MATT THERNES		010524		Varsity G/B BB Official-1/5	80.00
029146	Printed	01/18/2024	DAN BECKER		011824		JV GBB Official-1/18	60.00
029147	Cleared	01/18/2024	AUSTAN HAYNES		011824		JV GBB Official-1/18	60.00
029148	Cleared	01/18/2024	AARON DUEKER		011824		V G/B BB Official-1/18	80.00
029149	Cleared	01/18/2024	ANDREW FITZKE		011824		V G/B BB Official-1/18	80.00
029150	Cleared	01/18/2024	TYLER FITZKE		011824		V G/B BB Official-1/18	80.00
029165	Printed	01/30/2024	JOE PANE		013024		JV GBB Official-1/30	60.00
029166	Printed	01/30/2024	BRYAN GONZALEZ		013024		JV GBB Official-1/30	60.00
029169	Printed	01/30/2024	JOHN MOODY		013024		V G/B BB Official-1/30	80.00
029170	Printed	01/30/2024	VERNON BREAKFIELD		013024		V G/B BB Official-1/30	80.00
029171	Printed	01/30/2024	LOINEL MCPHAULL		013024		V G/B BB Official-1/30	80.00
029173	Printed	01/30/2024	MEAD PUBLIC SCHOOLS		012724		JH GBB Tournament Entry-1/27	45.00
<b>Total:</b>								<b>\$ 1,485.00</b>
<b>115</b>	<b>Basketball- Girls Fundraising</b>							
YPS	Yutan Public Schools							
029153	Cleared	01/16/2024	Amy Tichota				RC2RWN4TJ9 VRBO for GBB	524.03
<b>Total:</b>								<b>\$ 524.03</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 01/01/2024 to 01/31/2024.

Activity ID Site ID	Activity Name Site Name		Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>120</b>	<b>Basketball- Boys</b>							
YPS	Yutan Public Schools							
029120	Cleared	01/03/2024	CHAD METZGER		01022024		JV BBB Official- 1/2	60.00
029121	Cleared	01/03/2024	JOHN BENSON		01022024		JV BBB Official- 1/2	60.00
029122	Cleared	01/03/2024	BRIAN ARVIN		01022024		V G/B BB Official- 1/2	80.00
029123	Cleared	01/03/2024	Sylvo Johnson		01022024		V G/B BB Official- 1/2	80.00
029124	Cleared	01/03/2024	Chris Green		01022024		V G/B BB Official- 1/2	80.00
029126	Cleared	01/05/2024	JACOB POLLARD		010524		JV BBB Official-1/5	60.00
029127	Cleared	01/05/2024	Zander Beard		010524		JV BBB Official-1/5	60.00
029130	Cleared	01/05/2024	BRIAN ARVIN		010524		Varsity G/B BB Official-1/5	80.00
029131	Cleared	01/05/2024	JEREMY WINN		010524		Varsity G/B BB Official-1/5	80.00
029132	Cleared	01/05/2024	MATT THERNES		010524		Varsity G/B BB Official-1/5	80.00
029148	Cleared	01/18/2024	AARON DUEKER		011824		V G/B BB Official-1/18	80.00
029149	Cleared	01/18/2024	ANDREW FITZKE		011824		V G/B BB Official-1/18	80.00
029150	Cleared	01/18/2024	TYLER FITZKE		011824		V G/B BB Official-1/18	80.00
029151	Cleared	01/18/2024	Trey Payne		011824		JV BBB Official-1/18	60.00
029152	Cleared	01/18/2024	Lucas Roth		011824		JV BBB Official-1/18	60.00
029167	Printed	01/30/2024	Bob Heimann		013024		JV BBB Official-1/30	60.00
029168	Printed	01/30/2024	BRIAN BECKER		013024		JV BBB Official-1/30	60.00
029169	Printed	01/30/2024	JOHN MOODY		013024		V G/B BB Official-1/30	80.00
029170	Printed	01/30/2024	VERNON BREAKFIELD		013024		V G/B BB Official-1/30	80.00
029171	Printed	01/30/2024	LOINEL MCPHAULL		013024		V G/B BB Official-1/30	80.00
<b>Total:</b>								<b>\$ 1,440.00</b>
<b>125</b>	<b>Basketball-Boys- Fundraising</b>							
YPS	Yutan Public Schools							
029114	Printed	01/03/2024	Studio 123		1259		BBB Posters	112.00
029139	Cleared	01/12/2024	JESSE GARDNER		377349073		Sports Subscription	129.99
<b>Total:</b>								<b>\$ 241.99</b>
<b>185</b>	<b>Volleyball- Fundraising</b>							
YPS	Yutan Public Schools							
029156	Printed	01/22/2024	NE TOP TEN		Summer '24		Summer VB Camp	110.00
029160	Printed	01/28/2024	JODI BIERMAN		Summer '23		Reimburse for summer volleyball camps	1,290.25
<b>Total:</b>								<b>\$ 1,400.25</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 01/01/2024 to 01/31/2024.

Activity ID Site ID	Activity Name Site Name	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>190</b>		<b>Wrestling</b>					
YPS		Yutan Public Schools					
029115	Cleared	01/03/2024	FILLMORE CENTRAL PUBLIC SCHOOLS		12302023	B/G WR Entry-12/30	305.00
029116	Printed	01/03/2024	WINNEBAGO		12292023	G WR Entry- 12/29	100.00
029137	Printed	01/12/2024	MALCOLM PUBLIC SCHOOLS		010624	B/G WR Entry-1/6	275.00
029138	Printed	01/12/2024	HIGH PLAINS COMMUNITY SCHOOLS		010424	GWR Entry-1/4	75.00
029140	Cleared	01/12/2024	CHRISTIN FELLER		011124	Wrestling Hospitality Food	210.80
029161	Printed	01/28/2024	OAKLAND-CRAIG PUBLIC SCHOOLS		012224	JH WR Entry-1/22	100.00
029162	Printed	01/28/2024	WEEPING WATER PUBLIC SCHOOLS		012024	Girls WR Entry-1/20	120.00
029172	Printed	01/30/2024	CEDAR BLUFFS PUBLIC SCHOOLS		012724	GWR Entry- 1/27	150.00
029174	Printed	01/30/2024	CENTRAL VALLEY		012624	BWR Entry-1/26	120.00
<b>Total:</b>							<b>\$ 1,455.80</b>
<b>220</b>		<b>General Athletics</b>					
YPS		Yutan Public Schools					
029113	Cleared	01/03/2024	U.S. BANK		12262023	December Card Charges	26.40
029117	Cleared	01/03/2024	RSCHOOLTODAY		96793	Activities Registration Renewal- 24/25	450.00
029144	Cleared	01/18/2024	SCHOOL PRIDE	000025	95481	Quote # 108467	35.00
029158	Printed	01/28/2024	DIVERSIFIED DRUG TESTING		19396	January Drug Testing	379.00
<b>Total:</b>							<b>\$ 890.40</b>
<b>330</b>		<b>Music- Vocal</b>					
YPS		Yutan Public Schools					
029141	Cleared	01/12/2024	UNIVERSITY OF NEBRASKA- KEARNEY		122123	UNK Honor Choir	30.00
029142	Cleared	01/16/2024	WAYNE STATE COLLEGE		01162024	Audition & Registration Fees Honor Choir	60.00
<b>Total:</b>							<b>\$ 90.00</b>
<b>350</b>		<b>Play Production- One Act</b>					
YPS		Yutan Public Schools					
029113	Cleared	01/03/2024	U.S. BANK		12262023	December Card Charges	28.46
<b>Total:</b>							<b>\$ 28.46</b>
<b>380</b>		<b>Speech</b>					
YPS		Yutan Public Schools					
029163	Printed	01/28/2024	NORTH BEND CENTRAL		012024	Speech Meet-1/20	21.00
029164	Printed	01/28/2024	LOGAN VIEW PUBLIC SCHOOLS		012724	Speech Meet-1/27	16.00
<b>Total:</b>							<b>\$ 37.00</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 01/01/2024 to 01/31/2024.

Activity ID Site ID			Activity Name Site Name				Amount
Check Number	Status	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	
<b>460</b>			<b>Student Council- High School</b>				
<hr/>							
YPS	Yutan Public Schools						
029125	Cleared	01/03/2024	CHRISTIN FELLER		01032023	Vending Machine Snacks	203.28
029143	Printed	01/18/2024	Alyssa Hansen		01172024	STUCO- Ice cream reward	78.30
<b>Total:</b>							<b>\$ 281.58</b>
<b>600</b>			<b>FBLA</b>				
<hr/>							
YPS	Yutan Public Schools						
029155	Cleared	01/22/2024	FBLA		27750, 27754, 27757	FBLA Dues	330.00
<b>Total:</b>							<b>\$ 330.00</b>
<b>840</b>			<b>Music- Instrumental</b>				
<hr/>							
YPS	Yutan Public Schools						
029145	Cleared	01/18/2024	DIETZE MUSIC HOUSE, INC.		122523	Band Supplies	129.50
<b>Total:</b>							<b>\$ 129.50</b>
<b>850</b>			<b>Music- Vocal</b>				
<hr/>							
YPS	Yutan Public Schools						
029159	Printed	01/28/2024	J.W. PEPPER & SON, INC		366062895, 366058035	Wayne State Music	28.54
<b>Total:</b>							<b>\$ 28.54</b>
<b>980</b>			<b>Seed Money</b>				
<hr/>							
YPS	Yutan Public Schools						
029133	Cleared	01/05/2024	YUTAN PUBLIC SCHOOL		010524	Gate Box Seed Money- 1/8-1/12	1,350.00
029154	Cleared	01/19/2024	YUTAN PUBLIC SCHOOL		011824	Gate Box Seed Money- 1/22-1/27	1,800.00
029157	Cleared	01/28/2024	YUTAN PUBLIC SCHOOL		012524	Gate Box Seed Money-1/29-2/3	1,350.00
<b>Total:</b>							<b>\$ 4,500.00</b>
<b>Report Total :</b>							<b>12,862.55</b>

# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 01/01/2024 to 01/31/2024.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Amount	Tax Amount	Amount
Tax Name	Tax Activity			Tax Rate %			Tax Amount		
<b>YPS Yutan Public Schools</b>									
000921	01/09/2024		000935		Pepsi Machines	Pepsi Machine \$\$			
530	Pop Machine						56.40	0.00	56.40
									56.40
000922	01/09/2024		000936		Smith	Training Center Membership			
930	Weight Room						40.00	0.00	40.00
									40.00
000923	01/09/2024		000937		SCC	Dual Credit			
1020	Dual Credit/SENCAP						1,192.80	0.00	1,192.80
									1,192.80
000924	01/09/2024		000938		Businesses	Yearbook Ads			
390	Yearbook						450.00	0.00	450.00
									450.00
000925	01/09/2024		000939		Parent	Choir			
335	Music- Vocal- Fundraising						50.00	0.00	50.00
									50.00
000926	01/22/2024		000940		Gate Proceeds	JV BBB Gate-1/2			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						309.00	0.00	309.00
									759.00
000927	01/09/2024		000941		Gate Proceeds	JV Girls, V G/B BB Gate-1/2			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						752.00	0.00	752.00
									1,202.00
000928	01/22/2024		000942		Gate Proceeds	JV BBB Gate-1/5			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						258.00	0.00	258.00
									708.00
000929	01/22/2024		000943		Gate Proceeds	JV Girls, V G/B BB Gate- 1/5			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						1,176.00	0.00	1,176.00
									1,626.00
000930	01/22/2024		000944		Gate Proceeds	JV BBB Gate-1/18			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						105.00	0.00	105.00
									555.00
000931	01/22/2024		000945		Gate Proceeds	JV Girls, V G/B BB Gate-1/18			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						282.00	0.00	282.00
									732.00
000932	01/22/2024		000946		Parents	Chromebook Damage			
1005	Chromebook						200.00	0.00	200.00

# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 01/01/2024 to 01/31/2024.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Tax Amount		
Tax Name	Tax Activity			Tax Rate %					
						Total For 000932:			200.00
000933	01/22/2024		000947		Parents	Training Center Membership/Key			
930	Weight Room						35.00	0.00	35.00
						Total For 000933:			35.00
000934	01/22/2024		000948		Parents	Training Center Membership/Key			
930	Weight Room						35.00	0.00	35.00
						Total For 000934:			35.00
000935	01/30/2024		000949		Gate Proceeds	NCC GBB Gate-1/22			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						285.00	0.00	285.00
						Total For 000935:			735.00
000936	01/30/2024		000950		Gate Proceeds	NCC BBB Gate-1/23			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						449.10	0.00	449.10
						Total For 000936:			899.10
000937	01/31/2024		000951		Gate Proceeds	NCC GBB Gate- 1/25			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						338.00	0.00	338.00
						Total For 000937:			788.00
000938	01/31/2024		000952		Gate Proceeds	NCC BBB Gate-1/26			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						546.00	0.00	546.00
						Total For 000938:			996.00
000939	01/31/2024		000953		Students	Student Council Vending			
460	Student Council- High School						350.00	0.00	350.00
						Total For 000939:			350.00
000940	01/31/2024		000954		Students	ELEM Student Council School			
450	Student Council- Elementary						185.00	0.00	185.00
						Total For 000940:			185.00
000941	01/31/2024		000955		First State Bank	Checking Interest			
950	Checking Interest						398.90	0.00	398.90
						Total For 000941:			398.90
						Site Total			11,993.20
						Report Total			11,993.20

## FINAL DRAFT -- Yutan Public Schools 2024-25 School Calendar Worksheet

	Teachers	Students								
			<b>August 2024</b>							
	17	13	Su	M	T	W	Th	F	Sa	
8-9-12-13: Teacher Inservice	0	0						1	2	3
14: First Day of Quarter 1/Semester 1	2	0	4	5	6	7	8	9	10	
19: First Day of Preschool	5	3	11	12	13	14	15	16	17	
	5	5	18	19	20	21	22	23	24	
	5	5	25	26	27	28	29	30	31	
			<b>September 2024</b>							
	20	18	Su	M	T	W	Th	F	Sa	
2: Labor Day - NO SCHOOL	4	4	1	2	3	4	5	6	7	
19: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	5	5	8	9	10	11	12	13	14	
20: Teacher Inservice - No School for Students (Professional Development)	5	4	15	16	17	18	19	20	21	
25: Parent-Teacher Conferences - No School for Students	5	4	22	23	24	25	26	27	28	
	1	1	29	30						
			<b>October 2024</b>							
	22	22	Su	M	T	W	Th	F	Sa	
	4	4			1	2	3	4	5	
17: End of Quarter 1	5	5	6	7	8	9	10	11	12	
17: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	4	4	13	14	15	16	17	18	19	
18: NO SCHOOL	5	5	20	21	22	23	24	25	26	
21: Start of Quarter 3	4	4	27	28	29	30	31			
			<b>November 2024</b>							
	18	17	Su	M	T	W	Th	F	Sa	
	1	0						1	2	
1: Teacher Inservice - No School for Students (Professional Development)	5	5	3	4	5	6	7	8	9	
15: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	5	5	10	11	12	13	14	15	16	
27-29: NO SCHOOL - Thanksgiving Break	5	5	17	18	19	20	21	22	23	
	2	2	24	25	26	27	28	29	30	
			<b>December 2024</b>							
	15	15	Su	M	T	W	Th	F	Sa	
	5	5	1	2	3	4	5	6	7	
20: End of Quarter 2/Semester 1	5	5	8	9	10	11	12	13	14	
20: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	5	5	15	16	17	18	19	20	21	
23-31: NO SCHOOL - Christmas Break	0	0	22	23	24	25	26	27	28	
	0	0	29	30	31					

	Teachers	Students							
			<b>January 2025</b>						
	20	19	Su	M	T	W	Th	F	Sa
	0	0				1	2	3	4
1-3: NO SCHOOL - Christmas Break									
6: Teacher Inservice - No School for Students (Teacher Inservice)	5	4	5	6	7	8	9	10	11
7: First Day of Quarter 3/Semester 2	5	5	12	13	14	15	16	17	18
	5	5	19	20	21	22	23	24	25
	5	5	26	27	28	29	30	31	
			<b>February 2025</b>						
	19	18	Su	M	T	W	Th	F	Sa
	0	0						1	
20: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	5	5	2	3	4	5	6	7	8
21: NO SCHOOL	5	5	9	10	11	12	13	14	15
26: Parent-Teacher Conferences - No School for Students	4	4	16	17	18	19	20	21	22
	5	4	23	24	25	26	27	28	
			<b>March 2025</b>						
	19	18	Su	M	T	W	Th	F	Sa
	0	0						1	
7: NO SCHOOL									
13: End of Quarter 3	4	4	2	3	4	5	6	7	8
13: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	4	4	9	10	11	12	13	14	15
14: NO SCHOOL	5	4	16	17	18	19	20	21	22
17: Teacher Inservice - No School for Students (Professional Development)	5	5	23	24	25	26	27	28	29
18: Start of Quarter 4	1	1	30	31					
			<b>April 2025</b>						
	20	20	Su	M	T	W	Th	F	Sa
	4	4			1	2	3	4	5
4: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)									
	5	5	6	7	8	9	10	11	12
18-21: NO SCHOOL - Easter Break	4	4	13	14	15	16	17	18	19
	4	4	20	21	22	23	24	25	26
	3	3	27	28	29	30			
			<b>May 2025</b>						
	15	14	Su	M	T	W	Th	F	Sa
	2	2					1	2	3
10: Graduation - Class of 2025. (7-8-9: Senior Sliding Days)									
15: Last Day of Preschool	5	5	4	5	6	7	8	9	10
20: End of Quarter 4/Semester 2	5	5	11	12	13	14	15	16	17
20: Planned Early Out - 1:00pm Early Dismissal (Teacher Workday)	3	2	18	19	20	21	22	23	24
21: Teacher Inservice (Teacher Workday)	0	0	25	26	27	28	29	30	31

Days - Semester 1		
	Teachers	Students
Quarter 1	50	44
Quarter 2	42	41
Semester 1 Total	92	85

Student Days - Semester 1:	85
Student Days - Semester 2:	89
Student Days - TOTAL:	174
Teacher Days - Semester 1:	92
Teacher Days - Semester 2:	93
Teacher Days - TOTAL:	185

Days - Semester 2		
	Teachers	Students
Quarter 3	47	45
Quarter 4	46	44
Semester 2 Total	93	89

Color Key	
	Teacher Inservice
	Planned Early Out - 1:00pm Dismissal
	Parent-Teacher Conferences
	No School
	First/Last Day of Preschool
	Graduation

## **RESOLUTION ON SCHOOL DISTRICT STANDARDS FOR ACCEPTANCE OR REJECTION OF OPTION ENROLLMENT APPLICATIONS**

WHEREAS, Yutan Public Schools is committed to providing an education of high quality to its students in an economically efficient manner; and

WHEREAS, the school district's faculty, facilities, and equipment can serve only a limited number of students effectively; and

WHEREAS, the Yutan Board of Education, in consultation with the administration, has reviewed the school district's faculty, facilities, equipment, interdisciplinary efforts and interrelationships of grades, subjects, and faculty; and has determined the maximum number of students it can serve effectively at any given grade level and in total;

NOW, THEREFORE BE IT RESOLVED that the board adopts the following standards for acceptance or rejection of option enrollment applications:

**Special Education Capacity.** Capacity for special education services will be determined on a case-by-case basis. If an application for option enrollment received by the school district indicates that the student has an individualized education program under the federal Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., or has been diagnosed with a disability as defined in section 79-1118.01, the application will be evaluated by the director of special education services or the director's designee who must determine if the school district and the appropriate class, grade level, or school building has the capacity to provide the applicant the appropriate services and accommodations. The Federal Educational Rights and Privacy Rights Act (FERPA) (20 U.S.C. § 1232g) permits the release of education records when a student seeks or intends to enroll in a different school district.

**Numeric Capacity.** The capacity in the following grade levels, programs, classes, and/or school buildings is as follows:

<b>Building or Grade</b>	<b>Capacity</b>
Kindergarten	42
First	42
Second	42
Third	42
Fourth	42
Fifth	42

Sixth	42
Building: Yutan Elementary	294
Seventh	42
Eighth	42
Ninth	42
Tenth	42
Eleventh	42
Twelfth	42
Building: Yutan Jr/Sr High School	252
District: Yutan Public Schools	546

The Board of Education reserves the authority to further determine numeric capacity of classes, grade levels, or school buildings by operation of resolution, by action of the Superintendent as the board's designee, or through freestanding action to the extent permitted by law and policy.

**Other Standards.** The school district shall not accept an option student when acceptance of the student:

- (a) Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
- (b) Would require the procurement of new equipment, technology, or furnishings;
- (c) Would cause or require the rearrangement of caseloads for staff and contracted professionals;
- (d) Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
- (e) May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.

After the above resolution was read, board member \_\_\_\_\_ moved for passage of the motion. Board member \_\_\_\_\_ seconded the motion. After discussion, and on roll call vote, the following members voted in favor of the motion:

The following members voted against the motion:

The following members did not vote:

Having been consented to by a majority of the voting members, the board president declared the motion to have been passed and adopted.

Dated this 12<sup>th</sup> day of February 2024.

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President, Board of Education

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Secretary, Board of Education

## **5004 Option Enrollment**

The board of education supports the concept embodied in the Enrollment Option Program that parents and legal guardians have the primary responsibility for insuring that their children receive the best education possible. Accordingly, the school district will participate in the option enrollment program and receive option students as provided herein.

### **1. Definitions**

- a. Option Student Defined.** Option student shall mean a nonresident student who has chosen to attend the school district under the provisions of the option enrollment program.
- b. Resident School District Defined.** Resident school district shall mean the school district in which a student resides or in which the student is admitted as a resident of the school district pursuant to state law.
- c. Option School District Defined.** Option school district shall mean the school district that a student chooses to attend other than his or her resident school district.

**2. Persons Entitled to Apply for Option Enrollment of Students.** Only parents and legal guardians may apply for option enrollment of students. Applications filed by foster parents and adults acting *in loco parentis* are not authorized and will be automatically denied.

**3. Duties, Entitlements and Rights of Option Students.** Except as otherwise provided herein, once an option student's option enrollment application has been accepted he/she shall be treated as a resident student of the school district.

### **4. Standards for Acceptance or Rejection of Option Students.**

- a. Special Education Capacity.** Capacity for special education services will be determined on a case-by-case basis. If an application for option enrollment received by the school district indicates that the student has an individualized education program under the federal Individuals with Disabilities Education Act, 20 U.S.C. 1400 et seq., or has been diagnosed with a disability as defined in section 79-1118.01, the application will be evaluated by the director of special education services or the director's designee who must determine if the school district and the appropriate class, grade level, or school building has the capacity to provide the applicant the

appropriate services and accommodations. The Federal Educational Rights and Privacy Rights Act (FERPA) (20 U.S.C. § 1232g) permits the release of education records when a student seeks or intends to enroll in a different school district.

- b. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, and projected number of students with which the option school district will contract based on existing contractual arrangements. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that information.
- c. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by operation of this policy or through freestanding action by the board prior to October 15 of each school year, declare a program, a class, or a school unavailable for the next school year to option students due to lack of capacity. Individuals seeking information about the programmatic capacity set by the board may contact the superintendent for a copy of that information.
- d. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school district shall not accept an option student when acceptance of the student:

  - i. Would increase the operating costs of the school district, such as by requiring the hiring of new staff or contracting with outside entities to provide services to the student;
  - ii. Would require the procurement of new equipment, technology, or furnishings;
  - iii. Would cause or require the rearrangement of caseloads for staff and contracted professionals;
  - iv. Is reasonably deemed by appropriate school staff to pose a potential risk to the health or safety of students or staff;
  - v. May pose a risk of adversely affecting the quality of educational services being provided to resident students, as determined by appropriate school staff.
- e. Prohibited Standards.** The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular

ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.

**f. Order of Acceptance.** If there are more option student applicants for any program, class, grade level or school building than can be accepted into such program, class, grade level or school building, applicants shall be accepted in the following order:

- i. Students with brothers or sisters attending the school district, either as resident students or as option students, shall be granted first priority;
- ii. Thereafter, option students shall be accepted into such program, class, grade level or school building in the order in which written applications were received by the school district.

**g. Maximum Capacity Report.** The school district will annually establish, publish, and report the capacity for each school building under the district's control pursuant to procedures, criteria, and deadlines established by the Nebraska Department of Education.

**5. False or Misleading Option Applications.** If, prior to the student's attendance as an option student, the school district discovers that a previously accepted option application contained false or substantively misleading information, the option application will be rejected.

**6. Academic Credits and Graduation.** The school district shall accept credits toward graduation that were awarded by another school district, and shall award a diploma to an option student if the student meets the graduation requirements of the school district.

**7. Information Regarding Schools, Programs, Policies and Procedures.** The school district, its officers and employees, shall make information about the school district and its schools, programs, policies and procedures available to all interested people.

**8. Procedure for Students Optioning Into or Out of the School District.**

- a. The parent or legal guardian of any student desiring to option into or out of the school district shall submit a proper and timely application to the board of education and the other affected school district for enrollment during the following and subsequent school years. Any application requiring the approval of the school district shall be deemed submitted when the application is actually received in the school district's business office.

- b.** On or before April 1<sup>st</sup>, the school district shall notify the parent or legal guardian of any student who has submitted an application to option into the school district and the resident school district, in writing, whether the application is accepted or rejected. If an application is rejected, the reason for such rejection shall be stated in the notification. This written notice shall be sent via certified mail to the address listed on the option application.

## **9. Late Applications and Requests for Release**

- a.** The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15<sup>th</sup> under the following conditions:
  - i. When the district has already entered into contracts with teaching staff for the following school year;
  - ii. When the district has already contracted for the performance of specific services for the student;
  - iii. When the release of the student would have a negative financial impact or loss of revenue for the district.
- b.** The board of education will approve late applications to option into the district under the following conditions:
  - i. When the resident district has released the student;
  - ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;
- c.** The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15<sup>th</sup> no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

**10. Students Who Do Not Need a Release from the Resident District**

- a.** A student does not need to be released from his/her resident district under the following circumstances:
  - i. When the student has relocated to a different resident school district after February 1;
  - ii. When a student's option school district merges with another district effective after February 1.
- b.** The school district shall accept or reject an application from a student under this paragraph using the criteria set forth in this policy and will accept or reject the application within forty-five days.

**11. Cancellation of Option.** Students who option either into or out of the school district shall:

- a.** Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.
- b.** Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

**12. Authority of Superintendent.** The board of education authorizes the superintendent of schools to make decisions on its behalf pursuant to and to apply the criteria articulated by this policy in determining whether to grant or deny option enrollment applications.

Adopted on: 12-14-2020

Revised on: 10-9-2023

Reviewed on:

**4051**  
**Staff and District Social Media Use**

Social media is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching, and learning skills. The district also uses social media accounts to provide information to district stakeholders. This policy is intended to ensure (1) appropriate use of social media by staff and (2) appropriate control of social media accounts belonging to or affiliated with the district. Staff should also refer to the district's policy on Staff Computer and Internet Usage.

**I. Personal Versus School-Affiliated Social Media Use**

**A. Personal Social Media Use**

1. The school district will not require staff members or applicants for employment to provide the district with their username and password to personal social media accounts.
2. The district will not require staff to add anyone to the list of contacts associated with the staff member's personal social media accounts or require a staff member to change the settings on his or her personal social media accounts so that others can or cannot view their accounts.
3. Staff members whose personal social media use interferes with the orderly operation of the school or who use social media in ways that are not protected by the First Amendment may be subject to discipline by the district.
4. Staff members who wish to begin using or to continue using the school district name, programs, mascot, image or likeness as part of any social media profile must notify their supervising administrator of the use, and must secure the administrator's permission to do so.

**B. School-Affiliated Social Media Use**

1. Any social media account which purports to be “the official” account of the school district (e.g., “Chieftain Wrestling”), or any of its programs, classes or entities will be considered to be an account that is used exclusively for the school district’s business purpose. Staff members may not use “official” accounts for personal use.
2. Staff may be required to provide their supervising administrator with the username and password to school-affiliated social media accounts.
3. Staff may be required to interact with specified individuals on school-affiliated social media accounts.
4. When staff use school-affiliated social media accounts to comment on school-related matters, they do not do so as private citizens and are therefore not entitled to First Amendment protections.

## **II. Staff Expectations in Use of Social Media – Applicable to Both Personal and School-Affiliated Use**

### **A. General Use and Conditions**

Staff must comply with all board policies, contract provisions, and applicable rules of professional conduct in their social media usage. They must comply with the board’s policy on professional boundaries between staff and students at all times and in both physical and digital environments.

Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information in order to make sure that the publication does not violate the Federal Education Records Privacy Act or any other laws. Staff must also comply with all applicable state and federal record retention requirements, even with regard to personal social media usage.

Staff must comply with all applicable laws prohibiting the use or disclosure of impermissible content, such as copyright laws, accountability and disclosure laws, and any other law governing the use of resources of a political subdivision. Questions about

appropriate content should be referred to the staff member's supervising administrator.

**B. Acceptable Use**

1. Staff may use social media for instructional purposes.
2. Staff may use social media for school-related communication with fellow educators, students, parents, and patrons.
3. Teachers should integrate the use of electronic resources, which may include social media, into the classroom. As the quality and integrity of content on social media is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter.

**C. Unacceptable Use**

1. Staff shall not access obscene or pornographic material while at school, on school-owned device or on school-affiliated social media accounts.
2. Staff shall not engage in any illegal activities, including the downloading and reproduction of copyrighted materials.
3. Staff shall not access social media networking sites such as Facebook, Twitter, and Instagram on school-owned devices or during school time unless such access is for an educational activity which has been preapproved by the staff member's immediate supervisor. This prohibition extends to using chat rooms, message boards, or instant messaging in social media applications and includes posting on social networking sites using personal electronic devices.

**III. School-Affiliated Digital Content**

**A. General Use and Conditions for School-Affiliated Accounts**

Staff must obtain the permission of their supervising administration prior to creating, publishing, or using any school-affiliated web pages, microblogs, social media pages or handles, or any other digital content which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any content which identifies the school district by name in the account name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated accounts and must only publish content appropriate for the school setting. Staff may not provide the username and password to school-affiliated accounts to any unauthorized individual, including students and volunteers.

## **B. Moderation of Third Party Content**

The purpose of school-related social media accounts is to disseminate information. No school-related or school-affiliated social media account covered by this policy shall permit comments by the public unless otherwise approved by the superintendent. All comment functions for applications such as Facebook and Instagram must be turned to "off" without this approval.

In the event the superintendent permits content created by anyone other than the administrator of the account to appear on the account's pages, such as comments made by students, parents, and patrons, the account administrator must monitor the content to ensure it complies with this policy. Posts, comments, or any other content made on the account's pages may be removed when the content meets any of the following conditions:

1. Is obscene, lewd, or appeals to prurient interests;
2. Contains information relating to a student matter or personnel matter which is protected under or prohibited by state or federal law;
3. Contains threatening, harassing, or discriminatory words or phrases;

4. Incites or is reasonably anticipated to incite violence, illegal activity, or a material and substantial disruption to school operations or activities; or
5. Contains any other threat to the safety of students and staff.

Every account administrator must keep a copy of any removed content and must provide a copy to the superintendent along with written notification for the reason the post has been removed. All questions about the appropriateness of removal must be directed to the superintendent.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 2-12-2024

## **4052**

### **Job References to Prospective Employers**

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.

If the school district is not bound by a separation agreement and receives a legally enforceable written consent to release information, the district may provide the information authorized by that document. The school district may provide additional truthful information to prospective employers of current and former employees in accordance with this policy.

### **Employees Suspected of Sexual Misconduct Against a Minor or Student**

Apart from the routine transmission of administrative and personnel files or unless otherwise permitted by law, the district and any employee, contractor, or agent of the school district is prohibited from providing any employee any assistance in obtaining a new job if the school district or the individual acting for the school district has probable cause to believe said employee has engaged in sexual misconduct with a student or minor in violation of the law.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 2-12-2024

## **4053 Conflict of Interest**

The purpose of this following conflict-of-interest policy is to help prevent the performance of their duties to, or result in personal financial, professional, or political gain on the part of such persons at the expense of this school district. The policy is intended to supplement, but not replace, any applicable state and federal laws governing conflict-of-interest. School employees are expected to avoid engaging in any conduct that created or gives the appearance to the public of creating conflict-of-interest with responsibilities with the school district. All transactions are expected to be ethical and within law, both in letter and spirit.

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

### **1. Definitions.** For the purposes of this policy:

- a. Family Definition:  
Family member shall mean spouse, child, brother, sister, parent, and/or the spouse of any such persons.
- b. Business with which an employee is associated shall include the following:
  - (1) A business in which the employee or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.
  - (2) A business in which the employee or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or he or she, or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the employee reports the name and address of the company and stockbroker.

- c. 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.

## **2. Contracts with the School District.**

- a. No employee or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular business hours the proposals considered and the contract awarded.
- b. The existence of any conflict of interest in any contract in which the employee has an interest and in which the school district is a party, or the failure to make public the employee's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for public notice shall apply when the employee, or his or her immediate family (parent, spouse, or child) has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

## **3. Employing Members of the Immediate Family.**

- a. An employee may employ or recommend or supervise the employment of an immediate family member if:
  - (1) The employee does not abuse his or her position.
    - (a) Abuse of official position shall include, but not be limited to, employing an immediate family member:
      - (i) who is not qualified for and able to perform the duties of the position;
      - (ii) for any unreasonably high salary;
      - (iii) who is not required to perform the duties of the position.

- (2) The employee makes a reasonable solicitation and consideration of applications for employment.
  - (3) The employee makes a full disclosure on the record to the governing body of the school district and to the secretary of the board.
  - (4) The board approves the employment or supervisory position.
- b. The employee shall not terminate the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

**4. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment**

- a. No employee shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
- (1) a public official, public employee, or candidate.
  - (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.
  - (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.
- b. No employee shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the employee would thereby be influenced.
- c. An employee shall not use or authorize the use of his or her public employment or any confidential information received through the public employment to obtain financial gain, other than compensation provided by law, for himself or herself or a

member of his or her immediate family, or a business with which he or she is associated.

- d. An employee shall not use or authorize the use of personnel, resources, property, or funds under that person's official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items for personal financial gain, other than compensation provided by law.

## **5. Conflict of Interest Relating to Campaigning or Political Issues**

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

**6. Conflict.**

- a. 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: 11-9-2020

Revised on:

Reviewed on: 2-12-2024

## **4054 Reporting Child Abuse or Neglect**

Because of their daily contact with school-age children, educators and other school employees are in a unique position to identify abused and/or neglected children. Nebraska law defines child abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; or (6) sexually exploited by allowing, encouraging, or forcing such person to solicit for or engage in prostitution, debauchery, public indecency, or obscene or pornographic photography, films, or depictions.

**Reporting Procedure.** School employees who have reasonable cause to believe that a child has been subjected to child abuse or neglect or observe a child being subjected to conditions or circumstances which reasonably would result in child abuse or neglect will report the suspected abuse or neglect according to the following procedure.

1. Any school employee who has reasonable cause to believe that a child has been abused or neglected shall report the suspicion to the building principal immediately. Employees shall also personally report or cause a report to be made to local law enforcement or to the Department of Health and Human Services.
2. When the principal makes a report of suspected child abuse or neglect, he/she shall inform the employee(s) who made the initial report.
3. Nothing in the paragraph above shall hinder a school employee from fulfilling his/her/their obligation to report suspected abuse or neglect if he, she or they have reasonable cause to believe that a child has been abused or neglected.
4. Any doubt or question in reporting such cases shall be resolved in the favor of reporting the suspected abuse or neglect. Consultation between the administrator and school employee is encouraged, keeping in mind that prompt reporting is essential.

**Contents of the Report.** The report to authorities shall contain the following information to the extent it is available: (1) name and position of reporting person; (2) name, address, and age of abused or neglected person; (3) address of the person or persons having custody of the abused or neglected person; (4) the nature and extent of the abuse or neglect, or the conditions and circumstances which would reasonably result in such abuse or neglect; and (5) any other information that may be useful in establishing the identity of the persons involved and cause of the abuse or neglect.

**Legal Immunity.** Nebraska statutes give legal immunity from any civil or criminal liability to any person who makes a good faith report of child abuse or neglect or participates in a judicial proceeding resulting from such a report.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 2-12-2024

## **4055 Head Teacher**

The Board of Education finds that in order to provide for the effective management of the school system, to provide for harmonious working relationships among teaching staff, and to facilitate coordination of curriculum and extracurricular instruction, the district should create the position Head Teacher.

- 1) Assignment and Compensation
  - a) The Superintendent shall recommend an existing staff member to the Board of Education and the board shall approve or disapprove that recommendation. If the board disapproves the Superintendent's recommendation, the Superintendent shall recommend another candidate.
  - b) The assignment of a staff member to the position of Head Teacher shall be for the upcoming school year only, although the same teacher may be reassigned to the position for as many successive years as the Superintendent and Board determine to be appropriate.
  - c) The Head Teacher assignment is not a part of the teacher's basic teaching contract with the district, and is not subject to any of the provisions of the continuing contract law set forth in section 79-824 through 79-842 of the Nebraska Statutes.
  - d) Compensation for Head Teacher duties will be negotiated with the Education Association and listed on the salary schedule for other extracurricular and non-curricular assignments.
  
- 2) Duties
  - a) The Head Teacher will be the Principal's or Superintendent's designee for all circumstances contemplated by board policy or state statute.
  - b) The Head Teacher will act as the building or district's administrator when the Principal or Superintendent is absent from the district or otherwise unable to perform administrative duties.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 2-12-2024

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

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements.

Staff members who submit their resignations to the board of education by April 15th will be released from the next school year's contract so long as the board is able to obtain the services of a suitable replacement. Staff members who refuse to fulfill their contractual obligations will be reported to the Professional Practices Committee of the Nebraska Department of Education.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 2-12-2024

General District Information 2023-24		
Square Miles	44	
PK-12 Enrollment	489	
Administrators	5	5.0 FTE
Business Manager	1	1.0 FTE
Counselors	2	2.0 FTE
Teachers	43	42.8 FTE
Paraprofessionals	14	11.4 FTE
Nurse	1	1.0 FTE
Maintenance	3	3.0 FTE
Admin Assistants	3	3.0 FTE
Bus/Van Drivers	7	2.2 FTE
Food Service	7	4.4 FTE

# Yutan Public Schools 2023 Annual Report



Nebraska Education Profile

To learn more about Yutan Public Schools demographics, achievement data, and finances please scan the QR code above to access the Nebraska Education Profile as published by the Nebraska Department of Education.



Yutan Public Schools

For more information about Yutan Public Schools, please visit our website at:  
<https://www.yutanpublicschools.com>  
...or scan the QR Code to the left

ACT Composite			
Year	National	State	Yutan
2013-14	21.0	21.7	23.0
2014-15	21.0	21.5	23.1
2015-16	20.8	21.4	23.5
2016-17	21.0	21.4	22.5
2017-18	20.8	20.1	23.2
2018-19	20.8	20.0	20.9
2019-20	*	*	*
2002-21	20.3	19.9	21.7
2021-22	19.8	19.4	19.2
2022-23	19.5	19.2	20.5
Average	20.8	20.9	22.6

NSCAS Math Proficiency		
Grade	State	Yutan
3	58%	77%
4	58%	74%
5	65%	90%
6	57%	83%
7	65%	76%
8	61%	73%

NSCAS English Language Proficiency		
Grade	State	Yutan
3	62%	79%
4	55%	67%
5	57%	90%
6	55%	69%
7	54%	71%
8	63%	83%

NSCAS Science Proficiency		
Grade	State	Yutan
5	76%	90%
8	64%	73%
AQUESTT Classification		
District	Excellent	
Elementary	Excellent	
High School	Good	

School Contact Information	
<p>Yutan Jr/Sr High School 1200 2nd Street Yutan, NE 68073 402.625.2243</p>	
<p>Yutan Elementary School 920 2nd Street Yutan, NE 68073 402.625.2241</p>	

General Demographics								
	Attendance Rate	College-Going Rate	Free or Reduced Lunch %	Special Education %	English Language Learners %	Average Teacher Experience - Years	Teachers with Masters Degree	Average Teacher Salary
Yutan	95.0%	64.0%	21.0%	16.7%	0.0%	10.6	63.6%	\$56,118
State	92.5%	73.0%	49.7%	16.5%	8.4%	13.9	58.3%	\$58,923

Valuations and Levies						
Year	Valuation	General Fund	Bond Fund	Building Fund	Qualified Cap. Use	Total
2013-14	\$247,374,925	0.9033	0.1658	0.0833	0.0284	1.1808
2014-15	\$268,672,822	0.9503	0.1515	0.0242	0.0369	1.1629
2015-16	\$289,588,153	0.9500	0.1337	0.0450	0.0344	1.1631
2016-17	\$302,943,057	0.9495	0.1339	0.0354	0.0313	1.1501
2017-18	\$312,172,993	0.9495	0.1366	0.0353	0.0301	1.1515
2018-19	\$320,118,345	0.9500	0.1325	0.0353	0.0284	1.1463
2019-20	\$330,811,750	0.9801	0.0977	0.0381	0.0274	1.1434
2002-21	\$335,482,703	0.9829	0.0812	0.0391	0.0286	1.1319
2021-22	\$349,731,041	0.9959	0.0784	0.0437	0.0102	1.1283
2022-23	\$384,481,740	0.9922	0.0577	0.0570	0.0000	1.1070
2023-24	\$419,110,382	0.9427	0.0516	0.0795	0.0000	1.0738

General Fund State Aid and Property Tax Request		
Year	State Aid	Property Tax
2013-14	\$2,054,586	\$2,234,474
2014-15	\$1,948,071	\$2,553,244
2015-16	\$2,243,274	\$2,778,876
2016-17	\$2,189,540	\$2,876,428
2017-18	\$2,299,818	\$2,964,066
2018-19	\$2,134,040	\$3,041,127
2019-20	\$2,107,441	\$3,242,384
2002-21	\$2,318,041	\$3,297,500
2021-22	\$2,509,402	\$3,482,980
2022-23	\$2,905,862	\$3,814,869
2023-24	\$2,612,272	\$3,950,960

General Fund Annual Disbursements	
Year	Amount
2013-14	\$5,084,697
2014-15	\$5,509,957
2015-16	\$5,550,490
2016-17	\$5,916,577
2017-18	\$5,973,279
2018-19	\$5,808,717
2019-20	\$6,297,167
2002-21	\$6,191,507
2021-22	\$6,408,090
2022-23	\$6,647,472

**4057**  
**Superintendent Evaluation**

The board shall observe and evaluate the superintendent based upon actual classroom observations for an entire instructional period at least twice during his first year of employment and at least once each year thereafter. Additional evaluations may be conducted at the discretion of the board. For the purposes of this policy, "actual classroom observation" shall mean observing the superintendent performing activities that are typical of his or her position. An "entire instructional period" for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of some aspect of the superintendent's work during the semester.

**Purpose.** The purposes of the formal job evaluation are:

1. To provide a means of rational, structured communication between the board and superintendent to create a more constructive and effective working relationship.
2. To provide a basis for commending, rewarding and reinforcing good work, as well as identifying areas where the superintendent needs to improve.
3. To clarify the superintendent's role and inform the superintendent of the board's expectations.

**Dates.** Annual evaluation(s) shall take place at or before the December board meeting or during the month before the date in the superintendent's employment contract by which the board must notify the superintendent of its intention to consider the nonrenewal or amendment of the contract. In the absence of such a contract provision, the annual evaluation should take place at or prior to the December board meeting. The Superintendent shall remind the Board members in writing at least 45 days before the date of each upcoming evaluation and shall make his evaluation an agenda item for the board meeting.

**Evaluation Document.** The superintendent shall submit a recommended evaluation document to the board. The board shall meet and discuss the proposed document with the superintendent. The board may amend and adopt the proposed evaluation document. The board may amend the document or adopt a new document without amending this policy. The superintendent shall submit the evaluation document to the Nebraska Department of Education.

**Evaluation Procedures.** Each board member shall have the opportunity to complete a draft evaluation document. The board president shall compile the individual draft evaluations into a single and final evaluation, provide a copy to the superintendent, and discuss it with him or her. The superintendent's evaluation may be conducted in closed session if it is necessary to prevent needless injury to the superintendent's reputation and if he or she has not requested it be done in open session.

**Deficiencies.** If deficiencies are noted in the superintendent's work performance, the board shall provide the superintendent at the time of the observation with a list of deficiencies and a list of suggestions for improvement and assistance in overcoming the deficiencies. The board shall also provide the superintendent with follow-up evaluations and assistance when deficiencies remain, a timeline for improvement, and sufficient time to improve. In the alternative, the board may rely upon the superintendent's education, training, and expertise and require him or her to submit a "list of suggestions for improvement" or plan of improvement for the board's consideration.

**Personnel File.** The evaluation shall be signed by the board president (or other member of the board) and the superintendent. The superintendent shall place a copy of the evaluation in his or her personnel file. The superintendent may provide a written response to the evaluation to the board. A copy of the response shall also be placed in the superintendent's personnel file. The board may meet with the superintendent to discuss the written response.

**Policy Limitation.** The evaluation procedures are included in this policy as a result of the board's statutory obligation to evaluate the superintendent and do not give the superintendent any rights not provided by statute. The board's failure to comply with any procedures provided in this policy but not required by law shall not prohibit the board from taking any action regarding the superintendent's employment, up to and including the nonrenewal, amendment, or cancellation of the employment contract.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**4058**

**Confidentiality in Counseling and Guidance**

The school district provides students with a certificated school guidance counselor. Information that students provide to counselors is confidential but not legally privileged. The counselor will attempt to respect the privacy of student disclosures, but will share all relevant information with other education professionals as appropriate or as directed. The counselor will also contact parents and law enforcement officials as appropriate.

Records of the counseling relationship, including interview notes, test data, correspondence, tape recordings and other documents, are to be considered professional information for use in counseling, not part of the student's education record.

When a counselor is in doubt about what information to release, he or she should discuss the matter with the building principal or with the superintendent.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**4059**  
**Suicide Prevention Training**

The following employees are required to complete at least one hour of suicide awareness and prevention training every year:

- school nurses
- teachers
- counselors
- school psychologists
- administrators
- school social workers
- paraeducators
- bus drivers
- kitchen staff
- custodians
- secretarial and clerical staff

These employees must complete the online training provided by the Nebraska Department of Education no later than October 1 of each school year or within 30 days of their initial employment. Failure to complete this training shall constitute just cause for the termination or nonrenewal of an employee's contract.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 4060 School Vehicle Use

**Pupil Transportation Vehicles.** The transportation of students in a pupil transportation vehicle is governed by the rules of the Nebraska Department of Education and the district's safe pupil transportation plan or safety and security plan. See Title 92, Nebraska Administrative Code, Chapter 91 – Regulations Governing Driver Qualifications and Operational Procedures for Pupil Transportation Vehicles ("Rule 91") Title 92, Nebraska Administrative Code, Chapter 92 – Regulations Governing the Minimum Equipment Standards and Safety Inspection Criteria for Pupil Transportation Vehicles ("Rule 92"), available on NDE's website ([www.education.ne.gov](http://www.education.ne.gov)). A pupil transportation vehicle is any vehicle utilized to carry school children as sponsored and approved by the school board and that conforms to the Nebraska Department of Education definitions of pupil transportation vehicles listed as School Bus, Activity Bus, Small Vehicle, or Coach Bus.

**School Vehicles Other Than Those Transporting Students.** School district employees, board members, and other elected or appointed school district officials (collectively "school personnel") who are not transporting children are authorized to use a school district vehicle to travel to a designated location or to their home when the primary purpose of the travel serves a school district purpose. School district vehicles may not be used for personal purposes unless the vehicle, or the use of it, is provided to an employee as a condition of an employment contract or it is leased to school personnel as allowed by law. School personnel must operate school vehicles in accordance with all applicable federal, state, and local laws.

**Driver Qualifications.** School personnel who wish to use a vehicle owned or leased by the school district and who are not transporting students must:

- Possess and provide a copy of a valid Motor Vehicle operator's license.
- Be able to read and comprehend driving regulations and written test questions.
- Obtain and provide a copy of his or her current driving record from the department of motor vehicles at least one time per school year to the superintendent or his or her designee.
- Be at least 19 years of age.

School personnel must notify the superintendent or his or her designee about any change in their driving status or eligibility.

School personnel who have been convicted of any of the following or who meet any of the following conditions will not be allowed to drive a school district vehicle:

- If the citation or conviction occurred at any time—Motor vehicle homicide or driving under the influence – 3<sup>rd</sup> or subsequent offense;
- If the citation or conviction occurred within the last 2 years - Driving under the influence of drugs or alcohol, failure to render aid in accident you are involved in, speeding 15 miles per hour or more above the posted speed limit, reckless driving (willful or otherwise), careless driving, leaving the scene of an accident, failure to yield to a pedestrian with bodily injury to the pedestrian, or negligent driving; or
- Have accumulated 8 points or more under an operator's license point system within the last 2 years.

The superintendent or his or her designee has the discretion to prohibit school personnel from driving a school vehicle for a citation or arrest for the above offenses or any other offense or reason. The superintendent or his or her designee will make the final determination about the use of school district vehicles.

**Electronic Communication While Driving.** Unless the superintendent or a principal grants an exception to allow verbal communication on an as needed basis for specific district-related work based upon an employee's duties and responsibilities, school personnel shall not use any electronic communication device to read a written communication, manually type a written communication, send a written communication, verbally communicate with others, or otherwise communicate with others while operating a school vehicle. This prohibition includes but is not limited to answering or making telephone calls, engaging in telephone conversations, and reading or responding to e-mails, instant messages, text messages or other visual media.

**Tobacco, Alcohol, and Controlled Substances.** The use of any tobacco product, including the use of vapor products, alternative nicotine products, or any other such look-alike product, is not permitted in a school vehicle at any time. The use or possession of any alcohol or controlled substance (unless legally prescribed to school personnel by a physician) is not permitted in a school vehicle at any time. All drivers shall follow and be subject to Drug Free Workplace Policy and Drug Policy Regarding Drivers Policy.

**Traffic Accidents, Infractions, Violations, or Citations.** School personnel who receive a citation or warning citation from a law enforcement officer or are involved in an accident while operating a school vehicle must report the citation to the superintendent or his or her designee as soon as practicable, but no later than 24 hours of receipt. The superintendent must report his or her accidents, infractions, violations, or citations to the board president.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 4061

### **Workplace or Non-Workplace Injuries or Illness and Return to Work**

**Reporting Workplace Injuries.** Staff members who are injured while performing duties or who witness workplace injuries must report them to the superintendent or superintendent's designee as soon as possible after being injured or witnessing an injury. Staff members must prepare written statements regarding the injuries they sustained or witnessed when they are asked to do so by the school district. Failure to report a workplace injury as a witness will constitute insubordination and neglect of duty and may result in adverse employment action up to and including termination or cancellation of employment. Failure to report workplace injuries may also result in delayed or forfeited benefits to which an employee may otherwise be entitled.

**Returning to Work after Workplace Injuries or Non-Workplace Injuries or Illness.** Staff members whose injuries or illness prevent them from completing any or all of their duties, whether or not incurred at work, may be permitted to continue working or may be offered modified duty positions as required by law or as determined appropriate by the superintendent. This policy does not guarantee a limited or modified assignment during the recovery period unless it is otherwise required by law. The employee may be required to provide a return to work certification or report from their treating physician which delineates any restrictions, modifications, or accommodations needed to allow the employee to perform the essential functions of their position.

**Termination After Workplace Injuries or Illness.** Unless otherwise covered in an individual employment contract, employees may be terminated after suffering a workplace injury or illness when the district has a legitimate, nondiscriminatory reason for doing so. Such reasons include but are not limited to:

- Necessity to fill the position to maintain continuous services as required by law or district policy or standards;
- Performance deficiencies of the employee unrelated to the injury or illness;
- Unavailability of substitute or replacement employees;
- When the absence will negatively impact students' educational experience or opportunities; or
- Any other reason not otherwise prohibited by law.

The district may make such employment determinations regardless of whether the employee has returned to work and regardless of whether a medical professional has certified that the employee has reached maximum medical

improvement. In the event the injury or illness lasts beyond the amount of leave time provided by the district and by the Family Medical Leave Act, which is generally no greater than 12 weeks, the employee may be terminated even if the employee remains eligible for Workers' Compensation under state law or short or long-term disability under a policy available through the district. In no event will an employee be terminated as retaliation for filing a Workers' Compensation claim.

**Termination After Non-Workplace Injuries.** Unless otherwise covered in an individual employment contract or prohibited by law, employees who are unable to perform any of the essential functions of their positions with reasonable accommodation(s) due to injury or illness occurring outside of the workplace may be terminated. The employee's position or a similar position will be held open only as required by law, such as the Family Medical Leave Act.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 4062 Locker Room Supervision

Staff members, coaches, sponsors, and students must comply with the requirements of this policy while using locker rooms at the school district or at other locations.

Staff members, coaches, and sponsors must appropriately supervise students in locker rooms and other locations where students dress, change, or engage in similar activities. This supervision must occur at all times during curricular and extracurricular activities and includes, but is not limited to, the following:

- Entering and walking through the entire locker room at regular and irregular intervals to provide direct supervision and to assess student behavior.
- Maintaining an orderly locker room free from "horseplay" and other prohibited conduct.
- Maintaining a visual presence.
- Adequately addressing any misbehaviors.
- Escorting students to and from the locker room and the activity or instructional area.
- Unlocking the locker room so that students may enter, and locking the locker room after all students have exited the locker room.
- Searching the locker room to determine that all students have exited the locker room before locking it.
- Ensuring that the locker room remains locked during any activity.

If a student is found missing during an activity, the staff member, coach, or sponsor or adult designee shall check the locker room for the missing student.

The locker room must be locked at all times when unsupervised.

Only students whose team or activity is currently playing or are in-season or who are involved in a school-sponsored activity that requires or allows presence in the locker room are allowed access to the locker room before or after the regular school day.

Students are not allowed to enter or reenter the locker room without appropriate supervision.

If the staff member, coach, or sponsor is the opposite sex of the students, he or she may designate another adult of the same sex as the students to provide the required locker room supervision. This delegation does not remove ultimate responsibility from the staff member, coach, or sponsor who is subject to the obligations under this policy to ensure that such obligations are

met. By allowing their students to participate in an activity with a cross-gender coach, parents/guardians consent to the entry of the staff member or his or her designee into the locker room at any time as necessary to maintain student safety and order.

Staff members, coaches, and sponsors must remain with students until they are picked up by the parent, guardian, or other authorized person or the student leaves in his or her own transportation. Students must never be left unattended after a game, practice, or other school-sponsored activity. In other words, the staff member, coach, or sponsor should be the first one to arrive at the activity and the last one to leave.

Cell phones and other devices with visual or auditory recording capability may not be used in the locker room at any time or for any reason.

Under no circumstance may a staff member, coach, or sponsor delegate any responsibility under this policy to a student or other minor.

School administrators or their designees may make random checks to assess policy compliance.

Adopted on: 11-9-20  
Reviewed on: \_\_\_\_\_  
Amended on: \_\_\_\_\_

## EARLY RETIREMENT INCENTIVE PROGRAM

To be eligible for the Early Retirement Incentive Program (ERIP) the following requirements must be met:

### A. PLAN

1. On or before November 1st of each school year, the Board of Education may, in its sole discretion, elect to provide or decline to provide for ERIP to be available to teachers who agree to voluntarily terminate employment with the district at the end of the school year for which the Program or Plan is offered.

Modifications shall not affect employees currently participating in the plan.

2. The Board of Education, in the year selected by the Board, shall pay the entire cost of the Plan.

3. The Plan shall be administered by the Superintendent with approval by the Board of Education.

4. For purposes of this Program, a school year is defined as commencing September 1 of one year and terminating August 31 of the following year.

### B. QUALIFICATIONS

1. Age of 55 – 65 years.

2. 20 years of continuous service to the Yutan School District. An authorized leave of absence without compensation, will not be counted toward service time but will not constitute a break in continuous service.

3. Limitation on Number of Participants: The Board of Education reserves the right to limit the number of participants based on financial requirements. The Board of Education shall allow up to three (3) eligible employees each fiscal year unless a different number is established by the Board prior to November 1st

#### a. Criteria for Selection:

First priority is for those individual(s) who applied previously for the ERIP and were not selected.

Second is granted to the individual with the highest scheduled salary.

Third priority shall be granted to the individual having the greatest number of years of service to the Yutan Public Schools.

### C. BENEFITS - to be applied to a 403(b) annuity plan

All eligible salaried employees shall receive benefits according to the following schedule with a —maximum benefit equal \$20,000.00:

\$600.00 x Years of Service

1. Salary means final school years schedule salary but shall not include extra duty or extended contract pay.
2. Years - means consecutive years of full-time service.
3. Annual payment is the total benefit divided by the number of annual payments
4. Monthly payment is the total benefit divided by the number of monthly payments
5. An annual or a monthly payment schedule will be agreed upon between the employee and the superintendent.

### D. OTHER CONDITIONS

1. If the employee dies before the payments have been made, but after approval of application for ERIP, the scheduled payments of the benefits due to the teacher will continue. The monthly payments shall be paid to the estate of the teacher or such beneficiary as the teacher shall designate. Any deviation of the payment plan must be approved by the Board of Education.

2. Upon ERIP, the departing teacher will be reimbursed for each leave day accumulated as prescribed in the negotiated agreement.

3. Following ERIP, participants may be eligible to continue their health, dental, and life insurance coverage; provided, however, the former employee pays the premiums and follows the rules set forth by the under writer and complies with the provision of COBRA or other applicable law.

### E. PROCEDURE

1. When a teacher elects to participate in the Plan, an application shall be submitted to the Superintendent on or between November 1st and December 31st of the School Year at the end of which the teacher is originally eligible and elects to resign.

2. The application form to be submitted by the teacher shall be provided by the Superintendent.

3. The application shall include a written resignation in which the teacher resigns from the staff under the teacher's current contract at the end of the School Year.

4. The application and the resignation must be submitted to the Superintendent for approval. If the application and resignation are approved by the superintendent, both shall be submitted to the Board of Education for acceptance and authorization of the payment.

5. A teacher is not eligible to submit an application for the ERIP and receive payment if the teacher has received written notice of possible termination for reasons other than a reduction in force or has received written notice of possible cancellation of the teacher's contract; provided, however, the teacher shall be eligible if the teacher's contract is not canceled or terminated by the Board of Education or any decision of the Board of Education canceling or terminating the teacher's contract is subsequently set aside or otherwise reversed.

Adopted on: 9 - 2012  
Revised on: 10 - 16 - 19  
Reviewed on: 12 - 14 - 20