

## **Board of Education Regular Meeting**

Tuesday, November 13, 2018 6:00 PM

Board Room  
520 East 9th Street  
Imperial, NE 69033

Attendance Taken at 5:50 PM.

Josh Fries: Present

Karl Meeske: Present

Jeff Olsen: Present

Willy O'Neil: Present

Dan Reeves: Absent

Penny Strand: Absent

Sheila Stromberger: Present

Carrie Terryberry: Present

Steve Wallin: Present

I. CALL MEETING TO ORDER

II. APPROVAL OF AGENDA AND CHANGES TO AGENDA

### III. APPROVAL OF MINUTES

### IV. APPROVAL OF FINANCIAL REPORT

### V. INFORMATION AND PROPOSALS

#### 1. ACTIVITY DIRECTOR'S REPORT

#### 2. PRINCIPALS' REPORT

#### 3. SUPERINTENDENT'S REPORT

#### 4. BOARD COMMITTEE REPORT

### VI. PUBLIC COMMENT

### VII. ACTION ITEMS

1. Consider, discuss and take necessary action with regard to the 2018-19 Early Resignation Incentive Program.
2. Consider, discuss and take necessary action with regard to Lawn Care Bids.
3. Consider, discuss, and take necessary action with regard to suspending the three-sequence process and twenty-seven day waiting period and to adopt Board Policies series 7000, 8000 & 9000.

4. Consider, discuss and take necessary action with regard to Chase County School's accreditation selection.

5. Consider, discuss and take necessary action with regard to 2018 CCS diploma.

#### **VIII. DISCUSSION ITEMS**

1. Discussion about collective bargaining regarding teacher/ administration negotiations and collective bargaining with recognized bargaining units of compensation and terms and conditions of employment.

IX. EXECUTIVE SESSION- The Board of Education reserves the right to enter into Closed/Executive Session for 1) the protection of the public interest, or 2) the prevention of needless injury to the reputation of an individual, and/or the individual has not requested a public meeting.

X. ADJOURN

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Board President

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Board Secretary

**Board of Education Regular Meeting** Tuesday, October 9, 2018 6:00 PM Board Room  
520 East 9th Street Imperial, NE 69033 Attendance Taken at 6:00 PM. Josh Fries: Present  
Karl Meeske: Present Jeff Olsen: Present Willy O'Neil: Absent Dan Reeves: Present  
Penny Strand: Present Sheila Stromberger: Present Carrie Terryberry: Present Steve Wallin:  
Present

**I. CALL MEETING TO ORDER**

**II. APPROVAL OF AGENDA AND CHANGES TO AGENDA**

Motion to approve the agenda as presented Passed with a motion by Karl Meeske and a  
second by Josh Fries. Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea,  
Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**III. APPROVAL OF MINUTES**

Motion to approve the minutes for the special hearing to set the final tax request, the budget  
hearing and the regular minutes as presented Passed with a motion by Sheila Stromberger and  
a second by Steve Wallin. Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves:  
Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**IV. APPROVAL OF FINANCIAL REPORT**

Motion to approve the financial report in the amount of \$632,266.50 as presented Passed with  
a motion by Karl Meeske and a second by Sheila Stromberger. Josh Fries: Yea, Karl Meeske:  
Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie  
Terryberry: Yea, Steve Wallin: Yea

**V. PUBLIC COMMENT**

**VI. INFORMATION AND PROPOSALS**

**VI.1. ACTIVITY DIRECTOR'S REPORT**

**VI.2. PRINCIPALS' REPORT**

**VI.3. SUPERINTENDENT'S REPORT**

**VI.4. BOARD COMMITTEE REPORTS**

**VII. ACTION ITEMS**

**VII.1. Consider, discuss and take necessary action with regard to approve resignations  
and appointments.**

Motion to approve Paul Ekberg's resignation and thank him for year's of service to the district  
Passed with a motion by Karl Meeske and a second by Carrie Terryberry.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea,  
Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**VII.2. Consider, discuss, and take necessary acton with regard to suspending the three-  
sequence process and twenty-seven day waiting period and to adopt Board Policies  
series 6000.**

Move, based on a matter of unusual urgency, to suspend the three-sequence process and  
twenty- seven day waiting period and to adopt the entire Board policy series 6000 as  
presented and to repeal and rescind all existing "Instruction" Board policies not set forth in  
the newly adopted Board policies Passed with a motion by Sheila Stromberger and a second  
by Karl Meeske.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea,  
Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**VII.3. Consider, discuss and take necessary action with regard to appointing a Delegate  
Assembly Representative.**

Motion to appoint Willie O'Neil as Delegate Assembly Representative for Chase County  
Schools Passed with a motion by Sheila Stromberger and a second by Steve Wallin.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea,  
Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**VII.4. Consider, discuss and take necessary action with regard to superintendent**

**evaluation form.**

Motion to approve the proposed superintendent evaluation form. Passed with a motion by Steve Wallin and a second by Sheila Stromberger. Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**VII.5. Consider, discuss and take necessary action with regard to signatory.**

Motion to remove Joey Lefdal as signatory at Waypoint, Adams Bank and Pinnacle Bank. Passed with a motion by Karl Meeske and a second by Penny Strand.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**VII.6. Consider, discuss and take necessary action with regard to appointing Hunter Spady to the CCS Foundation.**

Motion to appoint Hunter Spady to the CCS Foundation Passed with a motion by Carrie Terryberry and a second by Karl Meeske.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

**VIII. DISCUSSION ITEMS**

**VIII.1. Discussion on School Improvement Process.**

**VIII.2. Discussion about collective bargaining regarding teacher/ administration negotiations and collective bargaining with recognized bargaining units of compensation and terms and conditions of employment.**

Motion to move agenda Item VIII.2 -Discussion about collective bargaining regarding teacher/ administration negotiations and collective bargaining with recognized bargaining units of compensation and terms and conditions of employment to closed session for the protection of the public interest. Passed with a motion by Karl Meeske and a second by Carrie Terryberry.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

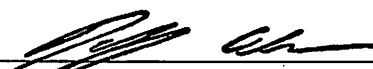
**IX. EXECUTIVE SESSION- The Board of Education reserves the right to enter into Closed/Executive Session for 1) the protection of the public interest, or 2) the prevention of needless injury to the reputation of an individual, and/or the individual has not requested a public meeting.**

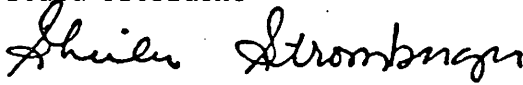
Motion to go into closed session at 6:59 pm to discuss collective bargaining regarding teacher/ administration negotiations and collective bargaining with recognized bargaining units of compensation and terms and conditions of employment to closed session for the protection of the public interest. Passed with a motion by Steve Wallin and a second by Karl Meeske.

Josh Fries: Yea, Karl Meeske: Yea, Jeff Olsen: Yea, Dan Reeves: Yea, Penny Strand: Yea, Sheila Stromberger: Yea, Carrie Terryberry: Yea, Steve Wallin: Yea

The Board exited executive session at 7:39 pm. No action taken.

**X. ADJOURN Meeting was adjourned at 7:39 pm.**

  
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Board President

  
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Board Secretary

# November 2018 US Bank Report

Ite	Item Description	Item Total
1	Music-West Music Catalog	\$29.00
2	Meal NSTA Conference-SOZO American Cuizine	\$22.85
3	Meal NSTA Conference-Red Lobster	\$78.08
4	Meal School Safety Summit-Raising Canes	\$15.77
5	Meal Apta Training-Olive Garden	\$30.93
6	Fuel-Apta Training-Sapp Brothers	\$41.30
7	Hotel Rooms-Apta Training-Quality Inn	\$84.95
8	Meal-School Law Conference-Raising Canes	\$8.29
9	Fuel-School Law Conference-Anew Travel Center	\$28.07
10	Electric Car Rally fuel-Alta Convenience Conoco	\$34.55
11	Electric Car Rally-fuel-Alta Convenience Center-Conoco	\$51.29
12	Electric Car Rally-Fuel-Wakeeney 24/7	\$61.41
13	School Law Conference-meal-Runza	\$7.27
14	Dues for Ne Council of School Admn-Principal	\$570.00
15	Handicap Parking Sign-Amazon	\$20.03
16	Groceries ProStart Class-Imperial Super Foods	\$19.66
17	Paint-Blick Art	\$419.58
18	Electric Car Rally-hotel rooms-Days Inn	\$248.82
19	Dues-Ne Council of School Admin	\$50.00
20	Creative Writing Workshop-Denver Center of Performing Arts	\$431.25
21	Woods Class Supplies-LED SUPPLY	\$987.64
22	Plexiglass for Instructional Class-Delvies Plastics	\$336.31
23	Central Office Supplies-Amazon	\$29.99
24	Registration-Nebraska Music Education	\$115.00
25	Timer for Dryer in SPED room-Amazon	\$159.99
26	Groceries-ProStart Lab- Imperial Super Foods	\$107.42
27	Central supplies-Amazon	\$19.90
28	return of supplies not needed-Amazon	(\$37.98)
29	Creative Writing Workshop Dues-Denver Center for Perf Arts	\$86.25
30	tether balls-Amazon	\$65.23
31	Central Office Supplies-Amazon	\$147.01
32	Groceries Pro Start Lab-Hills Family Foods	\$41.43

33	Color Laser Printer-Amazon	\$518.18
34	apple wireless keyboard,laser pointer,dividers & binders-Amazon	\$398.02
35	Music-Plank Road Publishing	\$54.95
36	Coffee-Amazon	\$38.03
37	Apps-Apple iTunes	\$74.70
38	Standing Desks-Amazon	\$770.00
39	water resistant pens, Apple magic track pad-Amazon	\$157.03
40	tether balls-Amazon	\$63.84
41	Activity Expenses	\$14,736.90
	<b>Total</b>	<b>\$21,122.94</b>

# Nov 2018 Activity Report

Fund	Account Code	Account Name	Beginning Balance	Activity DR	Activity CR	Ending	
12	12-1-09001-	CCHS Athletics	\$30,427.29	\$799.19	\$3,136.00	\$2,336.81	(\$28,090.48)
Transaction	Transaction	Source	Source Entity	Comment	Transaction	Transaction	Running
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Hauff Sports	Expenditure For	\$39.19	\$0.00	\$39.19
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Johnson Publications	Expenditure For	\$115.00	\$0.00	\$154.19
9/11/2018	00016232	Batch: 1624	Customer: CCS Activity	Approve Cash	\$0.00	\$3,000.00	(\$2,845.81)
9/11/2018	00016233	Batch: 1625	Customer: CCS Activity	Approve Cash	\$0.00	\$136.00	(\$2,981.81)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Impact Applications Inc	Expenditure For	\$435.00	\$0.00	(\$2,546.81)
10/22/2018	00016778	AP Voucher: ACT10222018	Vendor: Nebraska State Interscholastic Athletic Admn Assoc	Expenditure For Invoice=Dual	\$210.00	\$0.00	(\$2,336.81)
Fund	Account Code	Account Name	Beginning Balance	Activity DR	Activity CR	Ending	
12	12-1-09002-	CCHS Softball	(\$11,905.15)	\$2,698.09	\$398.72	(\$2,299.37)	(\$14,204.52)
Transaction	Transaction	Source	Source Entity	Comment	Transaction	Transaction	Running
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Darcy Ramball	Expenditure For	\$142.50	\$0.00	\$142.50
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Rick Loos	Expenditure For	\$142.50	\$0.00	\$285.00
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Scottsbluff High School	Expenditure For	\$150.00	\$0.00	\$435.00
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Hauff Sports	Expenditure For	\$20.49	\$0.00	\$455.49
9/11/2018	00016212	AP Voucher: ACT09112018	Vendor: Rick Loos	Expenditure For	\$185.00	\$0.00	\$640.49
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Monument Inn & Suites	Expenditure For	\$398.72	\$0.00	\$1,039.21
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Northwest High School	Expenditure For	\$330.00	\$0.00	\$1,369.21
9/18/2018	00016235	AP Voucher: ACT09182018	Vendor: Steve Quidlev	Expenditure For	\$295.00	\$0.00	\$1,664.21
9/28/2018	00016369	AP Voucher: ACT09282018	Vendor: Darcy Ramball	Expenditure For	\$197.50	\$0.00	\$1,861.71
9/28/2018	00016369	AP Voucher: ACT09282018	Vendor: Rick Loos	Expenditure For	\$197.50	\$0.00	\$2,059.21
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Missouri Turf Paint	Expenditure For	\$638.88	\$0.00	\$2,698.09
9/14/2018	00016832	AP Voucher: ACT09142018	Vendor: Monument Inn & Suites	Expenditure For	\$0.00	\$398.72	\$2,299.37
Fund	Account Code	Account Name	Beginning Balance	Activity DR	Activity CR	Ending	
12	12-1-09003-	CCHS Football	(\$42,086.95)	\$5,593.38	\$3,455.00	(\$2,138.38)	(\$44,225.33)
Transaction	Transaction	Source	Source Entity	Comment	Transaction	Transaction	Running
9/7/2018	00016201	AP Voucher: ACT09072018	Vendor: Chris Miller	Expenditure For	\$525.00	\$0.00	\$525.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Tim Strand	Expenditure For	\$45.00	\$0.00	\$570.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Ray Malleck	Expenditure For	\$45.00	\$0.00	\$615.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Miles Colson	Expenditure For	\$45.00	\$0.00	\$660.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Jakob Burke	Expenditure For	\$45.00	\$0.00	\$705.00
9/11/2018	00016232	Batch: 1624	Customer: CCS Activity	Approve Cash	\$0.00	\$943.00	(\$238.00)
9/21/2018	00016256	AP Voucher: ACT09212018	Vendor: Darren Esch	Expenditure For	\$525.00	\$0.00	\$287.00
9/24/2018	00016320	Batch: 1646	Customer: CCS Activity	Approve Cash	\$0.00	\$762.00	(\$475.00)
10/1/2018	00016536	AP Voucher: ACT10012018	Vendor: Jeff Rusher	Expenditure For	\$45.00	\$0.00	(\$430.00)
10/1/2018	00016536	AP Voucher: ACT10012018	Vendor: Eli Endbrecht	Expenditure For	\$45.00	\$0.00	(\$385.00)
10/1/2018	00016536	AP Voucher: ACT10012018	Vendor: Miles Colson	Expenditure For	\$45.00	\$0.00	(\$340.00)

10/1/2018	00016536	AP Voucher: ACT10012018	Vendor: Tim Strand	Expenditure For	\$45.00	\$0.00	(\$295.00)
10/1/2018	00016536	AP Voucher: ACT10012018	Vendor: Matt Hanna	Expenditure For	\$45.00	\$0.00	(\$250.00)
10/3/2018	00016684	Batch: 1808	Customer: CCS	Approve Cash Activity	\$0.00	\$1,750.00	(\$2,000.00)
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Jason Loop	Expenditure For	\$525.00	\$0.00	(\$1,475.00)
10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Jeff Rusher	Expenditure For	\$45.00	\$0.00	(\$1,430.00)
10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Ray Malleck	Expenditure For	\$45.00	\$0.00	(\$1,385.00)
10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Jakob Burke	Expenditure For	\$45.00	\$0.00	(\$1,340.00)
10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Eli Frohrecht	Expenditure For	\$45.00	\$0.00	(\$1,295.00)
10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Matt Hanna	Expenditure For	\$45.00	\$0.00	(\$1,250.00)
10/9/2018	00016730	AP Voucher: ACT10092018	Employee: Dinnel, Bradley	Expenditure For	\$19.51	\$0.00	(\$1,230.49)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: NOVA Fitness Equipment	Expenditure For	\$2,100.00	\$0.00	\$869.51
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Missouri Turf Paint	Expenditure For	\$638.87	\$0.00	\$1,508.38
10/19/2018	00016769	AP Voucher: ACT10192018	Vendor: James Hall	Expenditure For	\$550.00	\$0.00	\$2,058.38
10/19/2018	00016769	AP Voucher: ACT10192018	Vendor: Tim Rettele	Expenditure For	\$80.00	\$0.00	\$2,138.38

Fund	Account Code	Account Name	Beginning Balance	Activity DR	Activity CR	Ending	
12	12-1-09004-	CCHS Volleyball	(\$9,368.72)	\$2,311.65	\$1,673.00	(\$638.65)	(\$10,007.37)

Transaction	Transaction	Source	Source Entity	Comment	Transaction	Transaction	Running
9/11/2018	00016212	AP Voucher: ACT09112018	Vendor: Denise Johnson	Expenditure For	\$360.00	\$0.00	\$360.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Hauff Sports	Expenditure For	\$370.53	\$0.00	\$730.53
9/17/2018	00016234	Batch: 1626	Customer: CCS	Approve Cash Activity	\$0.00	\$318.00	\$412.53
9/25/2018	00016295	AP Voucher: ACT09252018	Vendor: Jennifer Tiaden	Expenditure For	\$180.00	\$0.00	\$592.53
9/25/2018	00016295	AP Voucher: ACT09252018	Vendor: Denise Johnson	Expenditure For	\$180.00	\$0.00	\$772.53
9/27/2018	00016358	AP Voucher: ACT09272018	Vendor: Nicole Sandv	Expenditure For	\$135.00	\$0.00	\$907.53
9/27/2018	00016358	AP Voucher: ACT09272018	Employee: Dickey, Angela F	Expenditure For	\$135.00	\$0.00	\$1,042.53
10/3/2018	00016683	Batch: 1807	Customer: CCS	Approve Cash Activity	\$0.00	\$654.00	\$388.53
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Jay Johnson	Expenditure For	\$285.00	\$0.00	\$673.53
10/10/2018	00016722	Batch: 1809	Customer: CCS	Approve Cash Activity	\$0.00	\$701.00	(\$27.47)
10/9/2018	00016730	AP Voucher: ACT10092018	Employee: Dinnel, Bradley	Expenditure For	\$10.12	\$0.00	(\$17.35)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: 3 Country Chicks	Expenditure For	\$20.00	\$0.00	\$2.65
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Nicole Sandv	Expenditure For	\$165.00	\$0.00	\$167.65
10/29/2018	00016797	AP Voucher: ACT10292018	Employee: Dickey, Angela F	Expenditure For	\$165.00	\$0.00	\$332.65
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Kara Frohrecht	Expenditure For	\$75.00	\$0.00	\$407.65
10/29/2018	00016797	AP Voucher: ACT10292018	Employee: O'Neil, Sandv D	Expenditure For	\$75.00	\$0.00	\$482.65
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: SHS	Expenditure For	\$50.00	\$0.00	\$532.65
10/31/2018	00016827	AP Voucher: ACT10312018	Vendor: NSAA	Expenditure For	\$106.00	\$0.00	\$638.65

Fund	Account Code	Account Name	Beginning Balance	Activity DR	Activity CR	Ending	
12	12-1-09005-	CCHS X-County	(\$576.78)	\$370.00	\$754.00	\$384.00	(\$192.78)

Transaction	Transaction	Source	Source Entity	Comment	Transaction	Transaction	Running
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: University of Kearney	Expenditure For	\$200.00	\$0.00	\$200.00

9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Dundy County Stratton School	Expenditure For Invoice - XCO	\$70.00	\$0.00	\$270.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: McCook High School	Expenditure For	\$60.00	\$0.00	\$330.00
9/17/2018	00016231	Batch: 1623	Customer: CCS	Approve Cash	\$0.00	\$84.00	\$246.00
9/11/2018	00016232	Batch: 1624	Customer: CCS	Approve Cash	\$0.00	\$310.00	(\$64.00)
9/17/2018	00016234	Batch: 1626	Customer: CCS	Approve Cash	\$0.00	\$160.00	(\$224.00)
9/24/2018	00016320	Batch: 1646	Customer: CCS	Approve Cash	\$0.00	\$200.00	(\$424.00)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Perkins County High School	Expenditure For	\$40.00	\$0.00	(\$384.00)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09008-	CCHS Wrestling	(\$21,046.00)	\$264.14	\$0.00	(\$264.14)	(\$21,310.14)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Awards Unlimited, Inc	Expenditure For	\$264.14	\$0.00	\$264.14
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09013-	JH Football	(\$1,499.00)	\$549.90	\$0.00	(\$549.90)	(\$2,048.90)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/11/2018	00016212	AP Voucher: ACT09112018	Vendor: Tim Strand	Expenditure For	\$45.00	\$0.00	\$45.00
9/11/2018	00016212	AP Voucher: ACT09112018	Vendor: Miles Colson	Expenditure For	\$45.00	\$0.00	\$90.00
9/11/2018	00016212	AP Voucher: ACT09112018	Vendor: Ray Malleck	Expenditure For	\$45.00	\$0.00	\$135.00
9/11/2018	00016212	AP Voucher: ACT09112018	Vendor: Jakob Burke	Expenditure For	\$45.00	\$0.00	\$180.00
9/25/2018	00016295	AP Voucher: ACT09252018	Vendor: Eli Enobrecht	Expenditure For	\$45.00	\$0.00	\$225.00
9/25/2018	00016295	AP Voucher: ACT09252018	Vendor: Ray Malleck	Expenditure For	\$45.00	\$0.00	\$270.00
9/25/2018	00016295	AP Voucher: ACT09252018	Vendor: Jakob Burke	Expenditure For	\$45.00	\$0.00	\$315.00
9/25/2018	00016295	AP Voucher: ACT09252018	Employee: Zuege, Carl A	Expenditure For	\$45.00	\$0.00	\$360.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Tim Strand	Expenditure For	\$45.00	\$0.00	\$405.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Ray Malleck	Expenditure For	\$45.00	\$0.00	\$450.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Jakob Burke	Expenditure For	\$45.00	\$0.00	\$495.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Kelen Fortkamm	Expenditure For	\$45.00	\$0.00	\$540.00
10/9/2018	00016730	AP Voucher: ACT10092018	Employee: Dinnel, Bradley	Expenditure For	\$9.90	\$0.00	\$549.90
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09014-	JH Volleyball	(\$4,505.25)	(\$1,384.00)	\$0.00	(\$1,384.00)	(\$5,889.25)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Kara Enobrecht	Expenditure For	\$80.00	\$0.00	\$80.00
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Landon Lawless	Expenditure For	\$80.00	\$0.00	\$160.00
9/14/2018	00016223	AP Voucher: ACT09142018	Employee: Dickey, Angela F	Expenditure For	\$60.00	\$0.00	\$220.00
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Nicole Snyder	Expenditure For	\$60.00	\$0.00	\$280.00
10/4/2018	00016690	AP Voucher: ACT10042018	Employee: Dickey, Angela F	Expenditure For	\$180.00	\$0.00	\$460.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Nicole Snyder	Expenditure For	\$180.00	\$0.00	\$640.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Landon Lawless	Expenditure For	\$200.00	\$0.00	\$840.00
10/4/2018	00016690	AP Voucher: ACT10042018	Vendor: Tammy Schwenk	Expenditure For	\$200.00	\$0.00	\$1,040.00
10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Kara Enobrecht	Expenditure For	\$60.00	\$0.00	\$1,100.00

10/8/2018	00016703	AP Voucher: ACT10082018	Vendor: Landon Lawless	Expenditure For	\$79.00	\$0.00	\$1,179.00
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Perkins County High School	Expenditure For	\$20.00	\$0.00	\$1,199.00
10/16/2018	00016759	AP Voucher: ACT10162018	Vendor: Katie Flaig	Expenditure For	\$40.00	\$0.00	\$1,239.00
10/16/2018	00016759	AP Voucher: ACT10162018	Vendor: Brionne Griffin	Expenditure For	\$55.00	\$0.00	\$1,294.00
10/22/2018	00016778	AP Voucher: ACT10222018	Vendor: Katie Flaig	Expenditure For	\$30.00	\$0.00	\$1,324.00
10/22/2018	00016778	AP Voucher: ACT10222018	Vendor: Landon Lawless	Expenditure For	\$60.00	\$0.00	\$1,384.00
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09017-	JH Wrestling	(\$824.05)	\$90.00	\$0.00	(\$90.00)	(\$914.05)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Hitchcock County School	Expenditure For	\$50.00	\$0.00	\$50.00
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Hershey High School	Expenditure For	\$40.00	\$0.00	\$90.00
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09020-	PE Uniform	(\$3,606.00)	\$493.25	\$0.00	(\$493.25)	(\$4,099.25)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Platinum T- Shirt and	Expenditure For	\$493.25	\$0.00	\$493.25
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09023-	AD Savings	(\$10,631.38)	\$11,446.40	\$0.00	(\$11,446.40)	(\$22,077.78)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/25/2018	00016295	AP Voucher: ACT09252018	Vendor: SPVA Conference	Expenditure For	\$275.00	\$0.00	\$275.00
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: NOVA Fitness Equipment	Expenditure For	\$11,171.40	\$0.00	\$11,446.40
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09100-	Cheerleaders	\$1,612.62	\$0.00	\$632.73	\$632.73	\$2,245.35
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/11/2018	00016233	Batch: 1625	Customer: CCS Activity	Approve Cash	\$0.00	\$375.73	(\$375.73)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activity	Approve Cash	\$0.00	\$257.00	(\$632.73)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09103-	Thespians	(\$760.00)	\$287.93	\$0.00	(\$287.93)	(\$1,047.93)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Awards Unlimited, Inc.	Expenditure For	\$287.93	\$0.00	\$287.93
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09104-	Student Council	\$810.87	\$1,509.44	\$0.00	(\$1,509.44)	(\$698.57)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Pepsi-Cola	Expenditure For	\$210.30	\$0.00	\$210.30
10/5/2018	00016692	AP Voucher: ACT10052018	Vendor: Idalia Naiera	Expenditure For	\$450.00	\$0.00	\$660.30
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Pepsi-Cola	Expenditure For	\$417.70	\$0.00	\$1,078.00
10/30/2018	00016800	AP Voucher: ACT10302018	Vendor: Pepsi-Cola	Expenditure For Invoice-731	\$431.44	\$0.00	\$1,509.44
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09106-	CCS Flower	\$497.00	\$0.00	\$20.00	\$20.00	\$517.00
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>

10/3/2018	00016683	Batch: 1807	Customer: CCS Activity	Approve Cash	\$0.00	\$20.00	(\$20.00)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09107-	Technology	\$34,677.00	\$0.00	\$1,410.00	\$1,410.00	\$36,087.00
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/3/2018	00016684	Batch: 1808	Customer: CCS Activity	Approve Cash	\$0.00	\$810.00	(\$810.00)
9/24/2018	00016726	Batch: 1647	Customer: CCS Activity	Approve Cash	\$0.00	\$600.00	(\$1,410.00)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09108-	Electric Car	\$314.77	\$96.01	\$375.00	\$278.99	\$593.76
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/24/2018	00016320	Batch: 1646	Customer: CCS Activity	Approve Cash	\$0.00	\$25.00	(\$25.00)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activity	Approve Cash	\$0.00	\$100.00	(\$125.00)
10/3/2018	00016684	Batch: 1808	Customer: CCS Activity	Approve Cash	\$0.00	\$250.00	(\$375.00)
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Sargeant Welch	Expenditure For	\$96.01	\$0.00	(\$278.99)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09200-	FBLA	\$18,986.82	\$891.36	\$0.00	(\$891.36)	\$18,095.46
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Nebraska FBLA-Grafton & Associates, P.C.	Expenditure For Invoice-FBI	\$300.00	\$0.00	\$300.00
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Susie's Creative Stitches	Expenditure For	\$331.50	\$0.00	\$631.50
10/29/2018	00016797	AP Voucher: ACT10292018	Vendor: Susie's Creative Stitches	Expenditure For	\$113.00	\$0.00	\$744.50
10/30/2018	00016800	AP Voucher: ACT10302018	Vendor: Platinum T- Shirt and Embroidery	Expenditure For Invoice-280	\$146.86	\$0.00	\$891.36
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09201-	FBLA -Sponsor	\$1,817.50	\$30.00	\$0.00	(\$30.00)	(\$1,847.50)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Nebraska FBLA-Grafton & Associates, P.C.	Expenditure For Invoice-FBI	\$30.00	\$0.00	\$30.00
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09205-	FCCLA	\$5,665.30	\$1,736.25	\$300.00	(\$1,436.25)	\$4,229.05
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/14/2018	00016223	AP Voucher: ACT09142018	Vendor: Nebraska FCCLA-Grafton & Associates	Expenditure For Invoice-470	\$230.00	\$0.00	\$230.00
9/14/2018	00016223	AP Voucher: ACT09142018	Employee: Peterson, Crystal J	Expenditure For	\$671.25	\$0.00	\$901.25
9/14/2018	00016223	AP Voucher: ACT09142018	Employee: Zuege, Chelsea M	Expenditure For	\$795.00	\$0.00	\$1,696.25
9/17/2018	00016234	Batch: 1626	Customer: CCS Activity	Approve Cash	\$0.00	\$20.00	\$1,676.25
10/3/2018	00016684	Batch: 1808	Customer: CCS Activity	Approve Cash	\$0.00	\$280.00	\$1,396.25
10/22/2018	00016778	AP Voucher: ACT10222018	Vendor: District 11 FCCLA	Expenditure For Invoice-Distr	\$40.00	\$0.00	\$1,436.25
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09210-	FFA	\$28,858.01	\$6,933.85	\$1,217.45	(\$5,716.40)	\$23,141.61
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/11/2018	00016233	Batch: 1625	Customer: CCS Activity	Approve Cash	\$0.00	\$165.00	(\$165.00)

9/18/2018	00016235	AP Voucher: ACT09182018	Vendor: Priority Seating, LLC	Expenditure For	\$287.50	\$0.00	\$122.50
9/24/2018	00016320	Batch: 1646	Customer: CCS Activity	Approve Cash	\$0.00	\$1,052.45	(\$929.95)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: NE FFA	Expenditure For Invoice-Cont	\$70.00	\$0.00	(\$859.95)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Platinum T-Shirt and Embroidery	Expenditure For Invoice-384	\$71.96	\$0.00	(\$787.99)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: NE FFA	Expenditure For	\$882.00	\$0.00	\$94.01
10/16/2018	00016759	AP Voucher: ACT10162018	Vendor: Indy Speedway Inn	Expenditure For Invoice-Net'l	\$3,622.32	\$0.00	\$3,716.33
10/22/2018	00016778	AP Voucher: ACT10222018	Vendor: National FFA Organization	Expenditure For	\$1,772.00	\$0.00	\$5,488.33
10/30/2018	00016800	AP Voucher: ACT10302018	Vendor: Platinum T-Shirt and	Expenditure For	\$203.07	\$0.00	\$5,691.40
10/30/2018	00016800	AP Voucher: ACT10302018	Vendor: NE FFA Foundation-NE	Expenditure For	\$25.00	\$0.00	\$5,716.40
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09211-	FFA-Sponsor	(\$2,309.57)	\$603.72	\$0.00	(\$603.72)	(\$2,913.29)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/16/2018	00016759	AP Voucher: ACT10162018	Vendor: Indy Speedway Inn	Expenditure For Invoice-Net'l	\$603.72	\$0.00	\$603.72
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09214-	I.A Resale	(\$1,475.00)	\$3,238.50	\$260.00	(\$2,978.50)	(\$4,453.50)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/3/2018	00016683	Batch: 1807	Customer: CCS Activity	Approve Cash	\$0.00	\$260.00	(\$260.00)
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Frank Paxton	Expenditure For	\$3,238.50	\$0.00	\$2,978.50
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09300-	Show Choir	\$9,256.11	\$689.63	\$1,167.00	\$477.37	(\$8,778.74)
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/17/2018	00016234	Batch: 1626	Customer: CCS Activity	Approve Cash	\$0.00	\$1,167.00	(\$1,167.00)
9/21/2018	00016256	AP Voucher: ACT09212018	Vendor: Victoria Klaus	Expenditure For	\$120.00	\$0.00	(\$1,047.00)
10/30/2018	00016800	AP Voucher: ACT10302018	Vendor: Pepsi-Cola	Expenditure For Invoice-724	\$569.63	\$0.00	(\$477.37)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09302-	Musical	\$4,056.36	\$200.00	\$0.00	(\$200.00)	\$3,856.36
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
10/24/2018	00016781	AP Voucher: ACT10242018	Vendor: Dundy Co-Stratton Music Boosters	Expenditure For Invoice-Musi	\$200.00	\$0.00	\$200.00
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09304-	Band Instrument	\$1,100.00	\$0.00	\$393.00	\$393.00	\$1,493.00
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/24/2018	00016320	Batch: 1646	Customer: CCS Activity	Approve Cash	\$0.00	\$343.00	(\$343.00)
10/3/2018	00016684	Batch: 1808	Customer: CCS Activity	Approve Cash	\$0.00	\$50.00	(\$393.00)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09305-	Band Resale	\$9,997.48	\$1,260.00	\$50.00	(\$1,210.00)	\$8,787.48
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/4/2018	00016197	AP Voucher: ACT09042018	Employee: Lakey, Linda M	Expenditure For	\$200.00	\$0.00	\$200.00

9/4/2018	00016197	AP Voucher: ACT09042018	Employee: Dickey, Angela E	Expenditure For	\$110.00	\$0.00	\$310.00
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Lensey Griebel	Expenditure For	\$275.00	\$0.00	\$585.00
9/4/2018	00016197	AP Voucher: ACT09042018	Vendor: Kristi Bernhardt	Expenditure For	\$400.00	\$0.00	\$985.00
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$0.00	\$50.00	\$935.00
10/9/2018	00016730	AP Voucher: ACT10092018	Vendor: Christina Peterson	Expenditure For Invoice - Tro	\$275.00	\$0.00	\$1,210.00
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09402-	CCES Activity	\$3,294.00	\$555.00	\$0.00	(\$555.00)	\$2,739.00
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/18/2018	00016235	AP Voucher: ACT09182018	Vendor: Amazing Pumpkins & More	Expenditure For	\$200.00	\$0.00	\$200.00
9/18/2018	00016235	AP Voucher: ACT09182018	Vendor: Priority Seating, LLC	Expenditure For	\$355.00	\$0.00	\$555.00
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09408-	Library Book	\$886.15	\$0.00	\$35.73	\$35.73	\$921.88
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$0.00	\$35.73	(\$35.73)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-1-09415-	Monthly Interest	\$3,080.30	\$0.00	\$79.16	\$79.16	\$3,159.46
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/28/2018	00016723	Batch: 1810	Customer: CCS Activty	Approve Cash	\$0.00	\$11.45	(\$11.45)
9/28/2018	00016724	Batch: 1811	Customer: CCS Activty	Approve Cash	\$0.00	\$67.71	(\$79.16)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-901	Cash Account	\$0.00	\$14,958.07	\$44,031.69	(\$29,073.62)	
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/4/2018	00016198	AP Voucher: ACT09042018		Disbursemen t for	\$0.00	\$1,849.98	(\$1,849.98)
9/7/2018	00016202	AP Voucher: ACT09072018		Disbursemen t for	\$0.00	\$525.00	(\$2,374.98)
9/11/2018	00016213	AP Voucher: ACT09112018		Disbursemen t for	\$0.00	\$725.00	(\$3,099.98)
9/14/2018	00016224	AP Voucher: ACT09142018		Disbursemen t for	\$0.00	\$4,363.75	(\$7,463.73)
9/17/2018	00016231	Batch: 1623	Customer: CCS Activty	Approve Cash	\$84.00	\$0.00	(\$7,379.73)
9/11/2018	00016232	Batch: 1624	Customer: CCS Activty	Approve Cash	\$3,000.00	\$0.00	(\$4,379.73)
9/11/2018	00016232	Batch: 1624	Customer: CCS Activty	Approve Cash	\$943.00	\$0.00	(\$3,436.73)
9/11/2018	00016232	Batch: 1624	Customer: CCS Activty	Approve Cash	\$310.00	\$0.00	(\$3,126.73)
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$375.73	\$0.00	(\$2,751.00)
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$50.00	\$0.00	(\$2,701.00)
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$35.73	\$0.00	(\$2,665.27)
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$136.00	\$0.00	(\$2,529.27)
9/11/2018	00016233	Batch: 1625	Customer: CCS Activty	Approve Cash	\$165.00	\$0.00	(\$2,364.27)
9/17/2018	00016234	Batch: 1626	Customer: CCS Activty	Approve Cash	\$318.00	\$0.00	(\$2,046.27)
9/17/2018	00016234	Batch: 1626	Customer: CCS Activty	Approve Cash	\$1,167.00	\$0.00	(\$879.27)
9/17/2018	00016234	Batch: 1626	Customer: CCS Activty	Approve Cash	\$160.00	\$0.00	(\$719.27)
9/17/2018	00016234	Batch: 1626	Customer: CCS Activty	Approve Cash	\$20.00	\$0.00	(\$699.27)

9/18/2018	00016236	AP Voucher: ACT09182018		Disbursemen t for	\$0.00	\$1,137.50	(\$1,836.77)
9/21/2018	00016257	AP Voucher: ACT09212018		Disbursemen t for	\$0.00	\$645.00	(\$2,481.77)
9/25/2018	00016296	AP Voucher: ACT09252018		Disbursemen t for	\$0.00	\$815.00	(\$3,296.77)
9/24/2018	00016320	Batch: 1646	Customer: CCS Activty	Approve Cash	\$762.00	\$0.00	(\$2,534.77)
9/24/2018	00016320	Batch: 1646	Customer: CCS Activty	Approve Cash	\$343.00	\$0.00	(\$2,191.77)
9/24/2018	00016320	Batch: 1646	Customer: CCS Activty	Approve Cash	\$200.00	\$0.00	(\$1,991.77)
9/24/2018	00016320	Batch: 1646	Customer: CCS Activty	Approve Cash	\$25.00	\$0.00	(\$1,966.77)
9/24/2018	00016320	Batch: 1646	Customer: CCS Activty	Approve Cash	\$1,052.45	\$0.00	(\$914.32)
9/27/2018	00016359	AP Voucher: ACT09272018		Disbursemen t for	\$0.00	\$270.00	(\$1,184.32)
9/28/2018	00016370	AP Voucher: ACT09282018		Disbursemen t for	\$0.00	\$395.00	(\$1,579.32)
10/1/2018	00016537	AP Voucher: ACT10012018		Disbursemen t for	\$0.00	\$225.00	(\$1,804.32)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activty	Approve Cash	\$654.00	\$0.00	(\$1,150.32)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activty	Approve Cash	\$20.00	\$0.00	(\$1,130.32)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activty	Approve Cash	\$100.00	\$0.00	(\$1,030.32)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activty	Approve Cash	\$257.00	\$0.00	(\$773.32)
10/3/2018	00016683	Batch: 1807	Customer: CCS Activty	Approve Cash	\$260.00	\$0.00	(\$513.32)
10/3/2018	00016684	Batch: 1808	Customer: CCS Activty	Approve Cash	\$50.00	\$0.00	(\$463.32)
10/3/2018	00016684	Batch: 1808	Customer: CCS Activty	Approve Cash	\$250.00	\$0.00	(\$213.32)
10/3/2018	00016684	Batch: 1808	Customer: CCS Activty	Approve Cash	\$280.00	\$0.00	\$66.68
10/3/2018	00016684	Batch: 1808	Customer: CCS Activty	Approve Cash	\$1,750.00	\$0.00	\$1,816.68
10/3/2018	00016684	Batch: 1808	Customer: CCS Activty	Approve Cash	\$810.00	\$0.00	\$2,626.68
10/4/2018	00016691	AP Voucher: ACT10042018		Disbursemen t for	\$0.00	\$1,750.00	\$876.68
10/5/2018	00016693	AP Voucher: ACT10052018		Disbursemen t for	\$0.00	\$450.00	\$426.68
10/8/2018	00016704	AP Voucher: ACT10082018		Disbursemen t for	\$0.00	\$364.00	\$62.68
10/10/2018	00016722	Batch: 1809	Customer: CCS Activty	Approve Cash	\$701.00	\$0.00	\$763.68
9/28/2018	00016723	Batch: 1810	Customer: CCS Activty	Approve Cash	\$11.45	\$0.00	\$775.13
9/28/2018	00016724	Batch: 1811	Customer: CCS Activty	Approve Cash	\$67.71	\$0.00	\$842.84
9/24/2018	00016726	Batch: 1647	Customer: CCS Activty	Approve Cash	\$600.00	\$0.00	\$1,442.84
10/9/2018	00016732	AP Voucher: ACT10092018		Disbursemen t for	\$0.00	\$20,390.34	(\$18,947.50)
10/16/2018	00016761	AP Voucher: ACT10162018		Disbursemen t for	\$0.00	\$4,321.04	(\$23,268.54)
10/19/2018	00016770	AP Voucher: ACT10192018		Disbursemen t for	\$0.00	\$630.00	(\$23,898.54)
10/22/2018	00016780	AP Voucher: ACT10222018		Disbursemen t for	\$0.00	\$2,112.00	(\$26,010.54)
10/24/2018	00016782	AP Voucher: ACT10242018		Disbursemen t for	\$0.00	\$200.00	(\$26,210.54)
10/29/2018	00016799	AP Voucher: ACT10292018		Disbursemen t for	\$0.00	\$1,381.08	(\$27,591.62)
10/30/2018	00016802	AP Voucher: ACT10302018		Disbursemen t for	\$0.00	\$1,376.00	(\$28,967.62)
10/31/2018	00016828	AP Voucher: ACT10312018		Disbursemen t for	\$0.00	\$106.00	(\$29,073.62)
<b>Fund</b>	<b>Account Code</b>	<b>Account Name</b>	<b>Beginning Balance</b>	<b>Activity DR</b>	<b>Activity CR</b>	<b>Ending</b>	
12	12-914	Unemployment	\$0.00	\$398.72	\$0.00	\$398.72	
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>

9/14/2018	00016833	AP Voucher: ACT09142018		Disbursemen t for	\$398.72	\$0.00	\$398.72
<b>Fund</b>							
12	12-931	Payable	\$0.00	\$44,430.41	\$44,430.41	\$0.00	
<b>Transaction</b>	<b>Transaction</b>	<b>Source</b>	<b>Source Entity</b>	<b>Comment</b>	<b>Transaction</b>	<b>Transaction</b>	<b>Running</b>
9/4/2018	00016197	AP Voucher:		AP Liability	\$0.00	\$1,849.98	(\$1,849.98)
9/4/2018	00016198	AP Voucher: ACT09042018		Disbursemen t for	\$1,849.98	\$0.00	\$0.00
9/7/2018	00016201	AP Voucher:		AP Liability	\$0.00	\$525.00	(\$525.00)
9/7/2018	00016202	AP Voucher: ACT09072018		Disbursemen t for	\$525.00	\$0.00	\$0.00
9/11/2018	00016212	AP Voucher:		AP Liability	\$0.00	\$725.00	(\$725.00)
9/11/2018	00016213	AP Voucher: ACT09112018		Disbursemen t for	\$725.00	\$0.00	\$0.00
9/14/2018	00016223	AP Voucher:		AP Liability	\$0.00	\$4,363.75	(\$4,363.75)
9/14/2018	00016224	AP Voucher: ACT09142018		Disbursemen t for	\$4,363.75	\$0.00	\$0.00
9/18/2018	00016235	AP Voucher:		AP Liability	\$0.00	\$1,137.50	(\$1,137.50)
9/18/2018	00016236	AP Voucher: ACT09182018		Disbursemen t for	\$1,137.50	\$0.00	\$0.00
9/21/2018	00016256	AP Voucher:		AP Liability	\$0.00	\$645.00	(\$645.00)
9/21/2018	00016257	AP Voucher: ACT09212018		Disbursemen t for	\$645.00	\$0.00	\$0.00
9/25/2018	00016295	AP Voucher:		AP Liability	\$0.00	\$815.00	(\$815.00)
9/25/2018	00016296	AP Voucher: ACT09252018		Disbursemen t for	\$815.00	\$0.00	\$0.00
9/27/2018	00016358	AP Voucher:		AP Liability	\$0.00	\$270.00	(\$270.00)
9/27/2018	00016359	AP Voucher: ACT09272018		Disbursemen t for	\$270.00	\$0.00	\$0.00
9/28/2018	00016369	AP Voucher:		AP Liability	\$0.00	\$395.00	(\$395.00)
9/28/2018	00016370	AP Voucher: ACT09282018		Disbursemen t for	\$395.00	\$0.00	\$0.00
10/1/2018	00016536	AP Voucher:		AP Liability	\$0.00	\$225.00	(\$225.00)
10/1/2018	00016537	AP Voucher: ACT10012018		Disbursemen t for	\$225.00	\$0.00	\$0.00
10/4/2018	00016690	AP Voucher:		AP Liability	\$0.00	\$1,750.00	(\$1,750.00)
10/4/2018	00016691	AP Voucher: ACT10042018		Disbursemen t for	\$1,750.00	\$0.00	\$0.00
10/5/2018	00016692	AP Voucher:		AP Liability	\$0.00	\$450.00	(\$450.00)
10/5/2018	00016693	AP Voucher: ACT10052018		Disbursemen t for	\$450.00	\$0.00	\$0.00
10/8/2018	00016703	AP Voucher:		AP Liability	\$0.00	\$364.00	(\$364.00)
10/8/2018	00016704	AP Voucher: ACT10082018		Disbursemen t for	\$364.00	\$0.00	\$0.00
10/9/2018	00016730	AP Voucher:		AP Liability	\$0.00	\$20,390.34	(\$20,390.34)
10/9/2018	00016732	AP Voucher: ACT10092018		Disbursemen t for	\$20,390.34	\$0.00	\$0.00
10/16/2018	00016759	AP Voucher:		AP Liability	\$0.00	\$4,321.04	(\$4,321.04)
10/16/2018	00016761	AP Voucher: ACT10162018		Disbursemen t for	\$4,321.04	\$0.00	\$0.00
10/19/2018	00016769	AP Voucher:		AP Liability	\$0.00	\$630.00	(\$630.00)
10/19/2018	00016770	AP Voucher: ACT10192018		Disbursemen t for	\$630.00	\$0.00	\$0.00
10/22/2018	00016778	AP Voucher:		AP Liability	\$0.00	\$2,112.00	(\$2,112.00)
10/22/2018	00016780	AP Voucher: ACT10222018		Disbursemen t for	\$2,112.00	\$0.00	\$0.00
10/24/2018	00016781	AP Voucher:		AP Liability	\$0.00	\$200.00	(\$200.00)
10/24/2018	00016782	AP Voucher: ACT10242018		Disbursemen t for	\$200.00	\$0.00	\$0.00
10/29/2018	00016797	AP Voucher:		AP Liability	\$0.00	\$1,381.08	(\$1,381.08)
10/29/2018	00016799	AP Voucher: ACT10292018		Disbursemen t for	\$1,381.08	\$0.00	\$0.00
10/30/2018	00016800	AP Voucher:		AP Liability	\$0.00	\$1,376.00	(\$1,376.00)
10/30/2018	00016802	AP Voucher: ACT10302018		Disbursemen t for	\$1,376.00	\$0.00	\$0.00
10/31/2018	00016827	AP Voucher:		AP Liability	\$0.00	\$106.00	(\$106.00)

10/31/2018	00016828	AP Voucher: ACT10312018		Disbursemen t for	\$106.00	\$0.00	\$0.00
9/14/2018	00016832	AP Voucher: ACT09142018		AP Liability For Void Warrant	\$398.72	\$0.00	\$398.72
9/14/2018	00016833	AP Voucher: ACT09142018		Disbursemen t for	\$0.00	\$398.72	\$0.00





















## November 2018 General Board Bills

Invoice(s)	Invoice	Submit	Vendor	Comment	Invoice Amount
111221	Regular	10/02/2018	Midwest Bus Parts, Inc	Fan for route buses	\$270.65
101220018	Direct	11/01/2018	A T & T	Long distance 9/12-10/12	\$121.47
10302018	Direct	11/01/2018	Affiliated Benefits	October FSA/HRA Administration fees	\$528.00
406504/406542/406619/406871	Direct	11/01/2018	Adams Lumber Co	Lumber for Pergola & track	\$554.58
10102018	Direct	11/01/2018	B & B Products	gas usage 9/7-10/9	\$977.93
PEV09182018	Employee	11/01/2018		Meal reimbursement for CDL training	\$5.45
10102018	Direct	11/01/2018	Black Hills Energy	fuel usage from 9/7-10/9	\$977.93
PEV10292018	Employee	11/01/2018		reimbursement for phone to call for subs.	\$64.48
2019Renewal	Regular	11/01/2018	Bitwixt Software Systems LLC	Subscription to Atomosmith Instructor/Student	\$34.99
005729053	Regular	11/01/2018	Bomgaars	roller wheels	\$65.99
20496	Direct	11/01/2018	Brico Pest Control	regular service	\$50.00
10005854	Direct	11/01/2018	Chase County Hospital	PT services (VB,IC,DH, BW) & CDL exam	\$464.50
PRQ0071	Regular	11/01/2018	CDW Government, Inc.	computer for RF	\$1,950.00
500041701	Direct	11/01/2018	Chase County Hospital	PT for JF 8/2018	\$32.50
11/15/2018	Direct	11/01/2018	City Of Imperial	electric/water usage from 9/18-10/18, 9/30-10/31	\$13,642.23
3276224	Direct	11/01/2018	Dana F. Cole & Company, LLC	Accounting/Audit service from Oct 9, 2018 for year end Aug 31 2017 (80%)	\$7,240.93
0038947/0041168	Direct	11/02/2018	DataShield	shredding service (past due from august because invoice wasn't emailed)	\$44.00
256128C	Direct	11/02/2018	Decker Equipment	Master Lock right hand combo Lock	\$167.30
102000282/106000211	Regular	11/02/2018	Central Power Systems &	replace sifter shaft seal on transmission	\$424.46
PEV093018	Employee	11/02/2018		reimbursement for bus permit paid for 9/13	\$7.50
922618	Direct	11/02/2018	Econolight	property supplies	\$149.21
25105	Direct	11/02/2018	E.L. Achieve, Inc	overdue balance due on last two invoices of 25105/25185	\$119.65
NE54-45067	Regular	11/02/2018	Ewell Educational Services	AET subscription 2018-19	\$295.00
90115	Direct	11/02/2018	FairField Inn Kearney	Hotel room for Nurses Conference 9/27	\$149.95
302500175099	Regular	11/02/2018	Frey Scientific	calcium pieces, rubber tubing, hydrogen peroxide	\$41.72
PEV110218	Employee	11/04/2018		reimbursement for meal for retrieving bus in Colby KS.	\$18.13
PEV102218	Employee	11/04/2018		reimbursement for meal-Infinite Campus Workshop	\$11.56
1768	Direct	11/04/2018	Holiday Farms	Spraying, mowing service 9/27	\$4,600.00
67845/67846	Direct	11/04/2018	Holiday Inn Of Kearney	Hotel rooms for NSTA 10-13	\$205.90
0857206	Direct	11/04/2018	Ideal Linen Supply Inc	mats/rugs, towels	\$97.45
673104,673392,673548,674322	Direct	11/04/2018	Imperial NAPA	parts for repair (transportation)	\$134.78
OctTransReimb2018	Direct	11/05/2018	Tiffany Harris	Oct Transportation	\$264.20
S339360	Regular	11/05/2018	IXL Learning	IXL upgrade for grades 5-8 ELA/Science	\$1,440.00
245.00	Regular	11/05/2018	IXL Learning	1 yr Subscription for Quia	\$245.00
P0820731	Direct	11/05/2018	HireRight Solutions, Inc.	Background screening	\$26.88
5261	Direct	11/05/2018	KSB School Law	Legal services	\$124.00

13289,13290,13292,1348 4 13753	Direct	11/05/2018	Johnson Publication Newspaper	Legal ads, SPED ads	\$330.89
40124,40231,40232	Direct	11/05/2018	Brophy Electric	supplies for electrical needs	\$79.65
212344	Regular	11/05/2018	Cornhusker Cleaning	Handles for brooms	\$13.68
22392	Regular	11/05/2018	Prairie States Communications	radio antenna for loaner bus,	\$35.00
CV-89506,H9-11935	Direct	11/05/2018	Cummins Sales and Service	injector test and replacement, EGR cooler repair	\$8,274.26
CV-89555	Credit Memo	11/05/2018	Cummins Sales and Service	Credit KS Sales tax charged on invoice CV-59506	(\$594.89)
357097	Regular	11/05/2018	Sapp Bros	DEF Fluid & new bulk container	\$221.06
P48376	Regular	11/05/2018	21st Century Equipment	electrical parts for fan, parts to finish repairs, 0 ring to fix sten well light	\$45.54
NP197381	Regular	11/05/2018	Nebraska Truck Center-N.P.	fuel line connector & gasket	\$83.93
153994,0224259,146807	Regular	11/05/2018	Inland	disk brake pads, emergency brake pads, height control valve	\$377.25
TownDropSup8/23-8/31	Direct	11/05/2018	Carol Kunneman	Town Drop Route Supervision 8/23-8/31 and 9/1-9/30	\$273.00
68543405	Direct	11/05/2018	LaQuinta Inn & Suites-Kearney	Hotel rooms for Safety Summit	\$189.06
0648741	Regular	11/05/2018	Mid-American Research	2 cases of spray disinfectant for buses	\$299.03
173304	Direct	11/05/2018	NASCO	pom pom giant asst for art	\$48.34
2018-19Membership	Direct	11/05/2018	NE Rural Community Schools	2018-19 Membership form	\$850.00
11469	Direct	11/05/2018	Northwest Evaluation	Map Growth spanish Math 2-8	\$25.00
56757/57523	Direct	11/05/2018	NE Council School Administrators	2018-19 Principal webEd series, school safety summit	\$300.00
57-6255BUS	Direct	11/05/2018	Nebraska Safety Center	Level 1 pupil transportation Courses	\$450.00
10319,10320	Direct	11/05/2018	New Victorian Inn	hotel rooms for Infinite Campus Training	\$119.98
BOTWHband2018	Regular	11/05/2018	Pam Koch	Best of the West Honor Band	\$150.00
718663-1	Regular	11/05/2018	PITSCO Catalog Division	front wheel packages of 100 for Co2 racecars, co2 8 gram cartridges shipping	\$153.18
22538	Direct	11/05/2018	Prairie States Communications	battery for radio	\$70.00
2nd9Wks	Direct	11/05/2018	Rider Classroom Spanish, LLC	2nd 9 wks for Spanish Instructional services	\$2,100.00
086390	Regular	11/05/2018	Rowley Welding	welding gas, welding metal, electrodes, welding wire,	\$1,106.45
8/31-9/30	Direct	11/05/2018	St. Joseph Institute For The	I Hear Teletherapy	\$1,380.00
208121918063	Regular	11/05/2018	School Speciality Education	Kickballs	\$103.30
29437	Direct	11/05/2018	Stanek Fire Protection	Service on kitchen hood,	\$133.00
216972,216970,216976,2	Direct	11/06/2018	Stelling Brass	Instrument repair	\$614.00
PEV10172018	Employee	11/06/2018		fuel to pick up instruments	\$47.00
17778	Regular	11/06/2018	Summit Products	AR dog tags	\$215.00
90976	Regular	11/06/2018	Supreme School Supply Co.	Pass books	\$700.47
PEV09012018	Employee	11/06/2018		CDL Permit reimbursement	\$7.50
15325,15326	Direct	11/06/2018	Tri State Fire Extinguisher	Fire extinguisher maintenance	\$956.25
2086059,2088457,20910 65 2093460	Direct	11/06/2018	US Foods DBA The Thompson Co-Maint	janitorial supplies	\$2,407.94
9816885782	Direct	11/06/2018	Verizon Wireless	Cellphone bill 9/21-10/20	\$108.14
PEV10192018	Employee	11/06/2018		meal reimbursement from Infinite Campus Training	\$14.60
OCTTransReim2018	Direct	11/06/2018	Anthony Manley	Oct Transportation	\$290.46
12308	Direct	11/06/2018	Aace Wash Systems	parts for washer	\$136.73

248	Direct	11/06/2018	Perry Guthery Haase Gessford	legal services	\$654.00
02224-Y7C9C0,02240-	Direct	11/06/2018	NASB	Facilities/Construction Wrkshop,	\$190.00
11/01/2018	Direct	11/06/2018	Great Plains Communication	Phone charges 11/01-11/30	\$483.96
92580	Direct	11/06/2018	FairField Inn Kearney	hotel for conference	\$119.95
Aug/Sept/OctTransp 2018	Direct	11/06/2018	Justin Rosado	Aug/Sept/Oct transportation	\$857.39
3328510	Regular	11/06/2018	Cornhusker Internationl Trucks,	Base mount for rental bus	\$38.37
A126123	Regular	11/06/2018	Owens True Value	snow shovel	\$110.97
A125522	Regular	11/06/2018	Owens True Value	vacuum bags	\$69.90
A125689	Regular	11/06/2018	Owens True Value	tool kit	\$640.99
B59953	Regular	11/06/2018	Owens True Value	spray bottles for buses windshield cleaner	\$39.70
9/26-10/25Statement	Direct	11/07/2018	Owens True Value	maintenance supplies	\$801.61
PEV11052018	Employee	11/07/2018		meal reimbursement for NETA	\$19.45
0862525/0867754	Direct	11/07/2018	Ideal Linen Supply Inc	shop towels, mats, uniforms	\$200.78
102	Direct	11/07/2018	Chase County PTO	Polo Shirts for staff	\$2,987.78
C1033720	Regular	11/07/2018	Xello	Career Cruising terms agreement	\$495.00
Phone2018-19	Employee	11/07/2018		Cellphone reimbursement for 2018-19	\$600.00
PHONE2018-19	Employee	11/07/2018		Cellphone reimbursement for 2018-19	\$600.00
Phone18-19	Employee	11/07/2018		Cellphone reimbursement for 2018-19	\$600.00
10/20/2018	Direct	11/07/2018	Frenchman Valley Co-op	fuel usage from 9/20-10/20	\$7,776.79
216678,216661,21677,216671 21667	Direct	11/07/2018	Stelling Brass	instrument repair	\$716.20
10632	Regular	11/07/2018	Falcon Laboratories	carpet spot remover	\$233.38
11/2/2018	Direct	11/07/2018	Glenda Bierfreund	Vision services JD	\$327.55
11/1/2018	Direct	11/07/2018	Parts City Auto Parts	parts for transportation repair	\$497.88
978	Direct	11/07/2018	Myrtle Health, LLC	CDL Exam EG	\$35.00
1313238238,1313238488	Direct	11/07/2018	Graham Tire Kearney	tires	\$2,480.36
178586	Direct	11/07/2018	Hampton Inn-Kearney	Hotel Room for PE (Technology)	\$143.00
25989	Direct	11/07/2018	Lunchtime Solutions, Inc	Professional Development	\$375.00
10/28/2018	Direct	11/08/2018	Hughes Farm Supply	Grasshopper Model 335B Tractor #6912478	\$10,295.00
10-25-18	Direct	11/08/2018	US Bank	Instructional, property, activity supplies, meals, travel	\$21,122.94
Lights2018	Direct	11/08/2018	Brophy Electric	Light fixtures replacement-lights that were damaged	\$19,780.00
36421	Direct	11/08/2018	Hegwood Trenching Inc	PVC pipe (roof drain)	\$51.86
2780	Direct	11/08/2018	L & L Ready Mix	Sand	\$145.00
10005934	Direct	11/08/2018	Chase County Hospital	PT services 10/3, 10/10, 10/18 (IC,SO)	\$292.50
PEV11012018	Employee	11/09/2018		Meal reimbursements for bus driver	\$20.76
CreditNov2018	Credit	11/09/2018	Ideal Linen Supply Inc	Credit on account.	(\$152.24)
6767099005	Direct	11/09/2018	Apple Incorporated	IPAD WI-FI 128GB computer	\$4,793.28
				<b>November General Bills Fund</b>	<b>\$136,107.23</b>
				<b>November General Payroll</b>	<b>\$529,540.78</b>
				<b>Total November General Fund Exp</b>	<b>\$665,648.01</b>
BusBarnLoan	Direct	10/30/2018	Waypoint Bank		\$39,509.86
AuxiliaryGym	Direct	10/30/2018	Five Points Bank		\$126,650.00
AuxiliaryGym	Direct	10/30/2018	Elkhorn Valley Bank & Trust		\$126,650.00
				<b>November Special Bldg Fund</b>	<b>\$292,809.86</b>

# Activities Director's Report

We have already had three Junior High wrestling meets Hershey, Hitchcock County and North Platte St. Pat's. They will compete at the Medicine Valley Invite again on Friday. We currently have 8 participating in Junior High Wrestling. We did not attend the Sutherland JH meet on Friday November 2nd and added the Hitchcock County meet on Friday, November 9th. We felt it was better to have the first meet on Monday and then 3 days to practice before the second meet. In the past by attending both conference school meets on Friday and Monday it did not allow our JH wrestlers to work on anything before the second meet.

The SPVA Board of Directors meeting will be in North Platte on Monday, November 19th at 10:45 AM Mountain Time. There will be discussion regarding generating more funds for the SPVA Conference with possible advertising at Conference Volleyball and Wrestling tournaments. We did charge \$1 per student 7th-12th in the conference this year to generate some starting revenue.

Winter Sports have started practice on Monday November 12th. Preliminary numbers for High School- 21 Girls Basketball, 25 Boys Basketball, 13 Wrestlers, 31 JH Girls Basketball, and 34 for One Act.

I attended the NSIAAA the conference in Kearney November 3rd-5th. Areas of concern were the expectations of students and adults at NSAA Activities. Some of the areas of concern: Subdistricts and Districts rely on the Membership to help out on all sports. Music rights as far as warmup music and cheer teams. Make sure there is an Emergency Action plan in place for all school events. This is the last year in Memorial Stadium for Football so they will be discussing a new location. Vaping and Juuling are a large concern as many of the schools are dealing with it. One packet of oil contains as much nicotine as a pack of cigarets.

The District 5 Meeting is in McCook Wednesday November 7th at 12:00 MST.

## Proposed Changes

- I. A - NSAA district boundaries will be reviewed at least every 10 years, and more frequently if the need exists. -- This is a change from the current every 4 years. (Yearbook) FOR - 23 AGAINST - 0 ABSTAIN - 0
- I. B - Any student entering high school for the first time after promotion from grade eight who did not initially enroll in the high school located in the school district where the student's parents have their domicile, or a student who transfers back to a high school located in the school district where his/her legal parent(s) have established their domicile shall be ineligible for ninety school days. (Yearbook) FOR - 22 AGAINST - 1 ABSTAIN - 0
- I. C - Adds another definition to the volleyball competition points section. (7) Three team-Dual/Triangular Match 1 or 2 points. FOR - 14 AGAINST - 9 ABSTAIN - 0
- II. A - Adds another bullet point for ineligibles (because of non-compliance) -- Students who are ineligible for varsity participation due to transfer or eligibility rule non-compliance may participate at the non-varsity level at varsity competitions as long as the activity does not involve physical contact or personal/team gain in points towards varsity competition. FOR - 20 AGAINST - 3 ABSTAIN - 0
- II. B - Eight Man football would have 8 game schedule in 8 weeks (no byes). Playoffs would start on Thursday of NSAA Week 16 (same week as other classes Week 9 games). Playoffs would then go Friday, Friday, Friday (Weeks 17, 18, 19) with the finals being played on Monday of Week 21. FOR - 9 AGAINST - 12 ABSTAIN - 2

Mr. Lechtenberg and I will be taking 12 students to Kearney HS on Wednesday, November 14 for the Sportsmanship and Leadership Summit. Topics will be Personal & Team Responsibilities, Student to Student Activity, Social Media Responsibilities, Competition and Kindness, Game Day Environment and Fill your toolbox.



# Chase County

**November, 2018**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 <b>TBD Football-Varsity TBA</b> FFA @ Grand Island	2 9th Street Singers @ Scottsbluff <b>TBD Volleyball-Varsity TBA vs. TBA</b> FFA @ Grand Island
4	5 <b>1:00pm Wrestling-JH Hershey vs. TBA</b> <b>5:00pm-7:30pm</b> Agency Evening @ Cafeteria <b>7:00pm</b> Education Foundation Mtg @ Board Room	6 <b>8:00am-11:00am</b> Career Fair @ Longhorn Gym <b>2:30pm</b> 12th Grade @ Ann Millers Residence <b>2:30pm</b> 12th Grade	7 Keith Becker Foundation @ Chase County Schools FFA @ Curtis	8 <b>TBD Volleyball-Varsity State Tournament vs. TBA</b>	9 <b>TBD Volleyball-Varsity State Tournament vs. TBA</b> <b>TBD Football-Varsity TBA</b> <b>12:00pm</b> Wrestling-JH Hitchcock County vs. Multiple Schools	10 <b>TBD Volleyball-Varsity State Tournament vs. TBA</b>
11	12 <b>9:00am-3:00pm</b> Blood Drive @ Auxiliary Gym <b>9:30am</b> Veteran's Day Program @ Chase County Schools <b>3:00pm</b> Wrestling-JH North Platte St. Pats vs. TBA	13 FFA @ York <b>7:30am-6:00pm</b> Book Fair @ Chase County Schools <b>7:30am</b> FFA @ Auditorium <b>6:00pm</b> Chase County School Board Meeting @ Board Room <b>6:30pm</b> FFA @ Cambridge	14 9-12th @ Lincoln <b>7:30am-4:00pm</b> Book Fair @ Chase County Schools	15 Picture Day @ Chase County Schools 9-12th @ Lincoln <b>7:30am-4:00pm</b> Book Fair @ Chase County Schools	16 9-12th @ Lincoln <b>12:00pm</b> Wrestling-JH Medicine Valley	17
18	19 Football @ Lincoln <b>9:00am</b> One Act Play @ North Platte	20 <b>TBD Football-Varsity TBA vs. TBA</b> Football @ Lincoln <b>3:00pm</b> Wrestling-JH Perkins County vs. Multiple Schools	21 No School	22 No School @ Chase County Schools	23 No School @ Chase County Schools	24
25	26 <b>6:30pm</b> FFA @ Cambridge	27 <b>9:00am</b> One Act Play @ Bridgeport <b>9:00am</b> Wrestling-JH Bayard vs. Multiple Schools	28	29 <b>4:00pm Basketball-B/JV/Varsity Cozad</b> <b>4:00pm Basketball-G/JV/Varsity Cozad</b> <b>5:30pm</b> Wrestling-B/Varsity/JV Garden County vs. Multiple Schools	30 <b>3:00pm</b> Basketball-G/JV/Varsity Wauneta-Palisade <b>4:15pm</b> Basketball-B/JV/Varsity Wauneta-Palisade	

**December, 2018**

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 9th Street Singers @ Champion <b>8:30am</b> Wrestling-B/Varsity/JV <b>Broken Bow vs. Multiple Schools</b> <b>1:00pm-3:00pm</b> FCCLA
2	3 <b>4:30pm Basketball-G/C Team Dundy County Stratton</b> <b>6:00pm Basketball-B/C Team Dundy County Stratton</b>	4 <b>6:30pm</b> Elementary @ Longhorn Gym	5	6 Play Production @ Norfolk	7 <b>9:00am</b> Wrestling-B/Varsity/JV <b>Southern Valley</b> <b>4:00pm Basketball-B/JV/Varsity Sidney</b> <b>4:00pm Basketball-G/JV/Varsity Sidney</b>	8 <b>10:00am</b> Basketball-G/JH <b>Ogallala</b> <b>1:00pm-3:00pm</b> FCCLA <b>4:30pm</b> Basketball-G/JV/Varsity <b>Ogallala</b> <b>4:30pm</b> Basketball-B/JV/Varsity <b>Ogallala</b>
9	10 <b>4:00pm Basketball-G/JH Perkins County</b> <b>5:00pm Basketball-G/C Team Ogallala</b> <b>6:30pm Basketball-B/C Team Ogallala</b>	11 <b>7:30am</b> FFA @ Auditorium <b>4:30pm Basketball-G/JV/Varsity Sutherland</b> <b>6:00pm</b> Chase County School Board Meeting @ Board Room	12 <b>9:00am</b> FFA @ Curtis	13 <b>3:00pm</b> Wrestling-B/Varsity/JV <b>McCook</b> <b>4:00pm Basketball-G/JH McCook</b>	14 <b>4:00pm</b> Basketball-G/JV/Varsity <b>Wray</b> <b>4:00pm</b> Basketball-B/JV/Varsity <b>Wray</b>	15 <b>9:00am</b> Wrestling-B/Varsity/JV <b>Sidney</b> <b>1:00pm-3:00pm</b> FCCLA
16	17 <b>7:30pm</b> 6-12th @ Chase County Schools	18 <b>3:30pm</b> Basketball-G/JH <b>Hershey</b> <b>3:30pm</b> Basketball-B/JH <b>Hershey</b> <b>5:00pm Wrestling-B/Varsity/JV Chase County vs. Multiple Schools</b>	19	20 Science Fair @ Auxiliary Gym	21 Teacher Inservice @ Chase County Schools	22
23	24 No School @ Chase County Schools	25 No School @ Chase County Schools	26 No School @ Chase County Schools	27 Basketball @ Sidney No School @ Chase County Schools <b>2:00pm</b> Basketball-G/Varsity <b>Sidney vs. Multiple Schools</b> <b>3:45pm</b> Basketball-B/Varsity <b>Sidney vs. Multiple Schools</b>	28 <b>TBD</b> Basketball-G/Varsity <b>Sidney vs. TBA</b> <b>TBD</b> Basketball-B/Varsity <b>Sidney vs. Multiple Schools</b> No School @ Chase County Schools Basketball @ Sidney	29 <b>TBD</b> Basketball-G/Varsity <b>Sidney vs. TBA</b> <b>TBD</b> Basketball-B/Varsity <b>Sidney vs. Multiple Schools</b>
30	31 No School @ Chase County Schools					

## Mrs. Odens' November 2018 Board Meeting Report

The students and teachers have been busy with fall activities. The Halloween parade of costumes was well attended. Ms. Ramos did a great job with her students decorating the pumpkins again this year. The pumpkins were provided by PTO and Cox's Ponds. The teachers and students have some exciting things planned for Thanksgiving next week such as plays and a Thanksgiving Feast.

Mrs. O'Neill and her students put on another great Veteran's Day program yesterday for students in K-12 as well as the community.

We have been looking at our current text book series in Science, Math, and L.A. and how they line up to the current Nebraska state standards. The teachers and administration have been in contact with a couple different companies to see what they have to offer or what has been improved with their series. A couple webinars have been set up to give the teachers some information.

The PBIS team and the staff have been working on the next steps to implement PBIS in our school. They will be presenting some information on our progress at the Board Meeting.

## 7-12 Principal Report: November 2018

Parent-Teacher conferences were held on Monday, October 15 and Monday, October 16 from 3:00 PM - 7:00 PM. School will dismiss at 2:30 PM on both days. Attendance was solid with 85% attendance in the Middle School and 61% in the High School. Across grades 5-12 we had a 74% attendance. Of those who attended, 68% of families attended on the first night and 32% of the families attended on the second night. Parent-Teacher conferences are vital to the success of our students. We will continue to strive to increase these numbers for future conferences.

Nine staff members attended NETA (Nebraska Educational Technology Association) Conference in Kearney on November 1-2. The focus of the conference is to share ideas and train teachers on how technology can be used to enhance curriculum and improve education for students. After reviewing the feedback from our attendees, the conference was well worth the time. Attendees included Jon Lechtenberg, Shane Gerhartz, Elisha Hinojosa, Jennifer Gonzalez, Torri Lechtenberg, Janet Sheaffer, Rita Nickel, Kim Spady, and Brandi Dannatt.

The school has been quite the hub of recent activity with the both Veterans Day Program and the Blood Drive being hosted on Monday, November 12. The FBLA coordinated the Veterans Day Program and K-12 students all attended the program. Students did an excellent job honoring veterans through the program. This week is also American Education Week and teachers have coordinated a few activities to help celebrate.

Mr. Hauxwell and Mr. Lechtenberg have assembled a group of students to attend the Nebraska Sportsmanship & Leadership Summit in Kearney, NE on Wednesday, November 14th. The goal of the conference is to help teach students how to effectively promote the school and enthusiastically support activities in an appropriate and sportsmanlike manner. Schools from across the state will be in attendance.

Eighteen Chase County students took the ACT on October 27th, the National ACT Test date. MAPS testing is scheduled for December 4-12. MAPS tests students in Language Arts, Math, and Science. We last tested in September and we hope to see growth in each student. Teachers use the date to help individualize instruction for students and implement interventions when needed.

Submitted by:  
Jon Lechtenberg  
Chase County Schools 7-12 Principal

**EARLY RESIGNATION PROGRAM 2018-2019  
CHASE COUNTY SCHOOL DISTRICT - TEACHER RESIGNATION AND RELEASE**

**THIS RESIGNATION AND RELEASE** is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between Chase County School District 15-0010 a/k/a Chase County School District, hereinafter referred to as "School District," or the "District," and [Insert Teacher Name], hereinafter referred to as "Teacher."

**IN CONSIDERATION** of the mutual covenants and conditions contained herein, the District and the Teacher do hereby agree as follows:

**1. QUALIFICATION:** The Teacher must have been employed by the School District for a minimum of three (3) years.

**2. RESIGNATION:** The Teacher does hereby resign from all employment relations with the School District, or any successor-in-interest to the School District and the School District does hereby accept such resignation, which shall be effective as of May 23, 2019. The Teacher shall receive all pay under the Teacher's existing employment contract with the last payment under that contract being made on or about August 10, 2019.

**A. SEVERANCE BENEFIT:** In consideration of the Teacher's resignation the School District shall pay the Teacher the sum of \$1,000.00 payable on or before March 20, 2019.

**[NOTE: Participation in this Early Resignation Program disqualifies an employee from participation in any early retirement incentive program sponsored by the School District for the 2018-2019 school year or thereafter.]**

**B. TAXES:** It is understood and agreed that state and federal withholding, FICA, FUTA, including employer and employee share thereof have been, or will be, withheld from or contributed in relation to the severance benefit stated above.

**3. RELEASE:** The Teacher does hereby waive and release the School District and all other School District officials or employees in their official and individual capacities, from any and all rights or claims which the Teacher may have by statute, contract, or otherwise, to continued employment, other financial remuneration or rights, all other employment relations or rights or recall, with, by or against, the School District and others named herein, or any successor-in-interest to the School District, and does hereby further release any and all other claims or causes of action which the Teacher may have, or claim to have, now or in the future as a result of or in any way connected with the Teacher's employment relationship with the School District including, but not limited to any accrued vacation leave and sick leave accrued through and including May 23, 2019. This waiver and release include, but is not limited to, any and all rights or claims the Teacher may have or claim to have pursuant to Sections 79-824 to 79-842, R.R.S. and specifically any rights under Section 79-829(3) regarding a request by the School District for acceptance of employment prior to March 15 of each year.

**4. INDEMNIFICATION:** It is the intention of the parties to this Resignation and Release upon the signing and acceptance hereof, that all employment relations and any and all employment or other claims or rights of or by the Teacher against the School District and others named herein, or any successor-in-interest to the School District, are and shall be considered as resolved and settled by this Agreement, and the Teacher agrees to and does hereby indemnify and hold the School District and others named herein or any successor-in-interest to the School District harmless from any and all such claims and the Teacher further covenants not to sue the School District and others named herein or any successor-in-interest to the School District on any such alleged claims.

**5. ACCEPTANCE:** The Teacher shall accept this agreement by signing the same and returning it to the School District by **January 31, 2018** or it shall be null and void and of no force or effect and the School District's agreements herein shall be considered as having been withdrawn.

Date: _____, 20__	Date: _____, 20__
Teacher: _____	<b>CHASE COUNTY SCHOOL DISTRICT 15-0010, A/K/A CHASE COUNTY SCHOOL DISTRICT</b>  By: _____  President, Board of Education

**TABLE OF CONTENTS**

	POLICY
Facilities	
1. Purpose.....	7000
2. Planning .....	7010
3. Guidelines for Building New Schools or Remodeling Existing Schools .....	7020
4. Remodeling.....	7021
5. Selection of Architect/Engineer.....	7030
6. Financing of Construction - Building Fund.....	7040
7. Bids and Contracts .....	7050
8. Awarding Contracts .....	7051
9. Change Orders .....	7052

New ConstructionFacilities - Purpose

The Chase County Schools' Board of Education intends to provide proper school facilities. Decisions regarding such facilities will be guided by the following principles:

1. Facilities will be constructed to a systematic multi-year plan developed to support the district's educational programs.
2. Facilities will be designed to satisfy instructional goals.
3. Facilities will be constructed for long-term occupancy and low maintenance costs.
4. Facilities will be designed with community use in mind.
5. Facilities will be designed in accordance with contemporary engineering technology and architectural practice.

Date of Adoption: November 13, 2018

New Construction

Facilities - Planning

The purpose of planning is to make the best possible provisions for the educational program. Decisions regarding planning and specifics for any individual building plan will start with program considerations and be adjusted as educational programs change.

Date of Adoption: November 13, 2018

New ConstructionFacilities - Guidelines for Building New Schools or Remodeling Existing Schools

Education specifications including program and space requirements are to be developed by committees of teachers, patrons and administrators who meet with architects and engineers. Upon completion, the specifications and schematic building plans shall be presented to the Board of Education for approval.

Generally, the content of a set of educational specifications would include all or part of the following items:

- a. A statement of the educational philosophy as it pertains to the specific construction project.
- b. Community and Chase County School District characteristics:
  - 1) What is the plan or organization and expected enrollment of the school?
  - 2) What is the construction plan for this facility?
  - 3) What special services are to be provided?
  - 4) What special provisions are needed for community use?
  - 5) What qualities are important to the functional layout of the structure?

Date of Adoption: November 13, 2018

New ConstructionFacilities - Remodeling

A plan for future building modifications shall be maintained and continuously updated for inclusion in planning for construction. These planning elements shall be followed:

1. Superintendent shall submit requests for building modifications by March 31 of each year.
2. Superintendent requests for building modifications shall be considered in terms of priorities.
3. Safety and health of students and staff will be considered when remodeling is undertaken.
4. Priorities have been established by the Board of Education when considering remodeling project needs.
  - a. Correction of safety and health deficiencies
  - b. Housing of students
  - c. Projects must meet program requirements, including outdoor space
  - d. Projects needed to maintain the integrity of current Chase County Schools' buildings
  - e. Repair/renovation of ancillary facilities
  - f. Parking
  - g. Security

Major remodeling may follow the same procedure as new construction but there are also alternate provisions for that work which can be done without architectural services.

Date of Adoption: November 13, 2018

New Construction

Facilities - Selection of Architect/Engineer

Architects and/or Engineers will be selected based on the recommendations of the Superintendent. The selection will be approved by the Board of Education.

Legal Reference: Neb. Rev. Stat. § 81-3445

Date of Adoption: November 13, 2018

New Construction

Facilities - Financing of Construction - Building Fund

The Chase County Schools' Board of Education is authorized under state statutes to establish a special building fund for the purpose of acquiring sites for school buildings or purchasing existing buildings for use as school buildings and the erection, alteration, equipping and furnishing of school buildings and additions to school buildings.

Proceeds from the sale of real property will be placed in the building fund.

Interest accumulation from the current building fund balance shall remain in the fund.

Legal Reference: Neb. Rev. Stat. § 79-10,120

Date of Adoption: November 13, 2018

New Construction

Facilities - Bids and Contracts

All contracts for work related to building construction, remodeling or repair or site improvement in excess of \$100,000, or such sum as adjusted pursuant to §73-106, will be bid in accordance with state statutes. All other contracts will be handled under current district policies and regulations.

Legal Reference: Neb. Rev. Stat. §§ 73-101 to 73-106

Date of Adoption: November 13, 2018

New Construction

Facilities - Awarding Contracts

The Superintendent shall make final recommendations to the Board of Education concerning awarding of contracts.

Date of Adoption: November 13, 2018

New ConstructionFacilities - Change Orders

1. Change order requests will be initiated by the architect/owner prior to the implementation of the change contemplated.
2. Change order requests will be reviewed by the Superintendent and facilities committee, and be subject to approval by the Superintendent and facilities committee.
3. When approved, copies of change orders will be distributed to the Superintendent, the facilities committee, the contractor, and the architect.
4. All change orders will be reported as part of the Routine Business Agenda -- Progress Report on Construction Projects.

Date of Adoption: November 13, 2018

## TABLE OF CONTENTS

	POLICY
A. Organization	
1. Purpose and Role of the Board .....	8110
2. Duties and Functions of the Board of Education .....	8120
3. Annual Organizational Meeting.....	8130
4. Committee of the Whole.....	8150
5. Standing Committees .....	8151
6. Standing Committee on Negotiations .....	8152
7. Standing Committee on Curriculum and Americanism.....	8153
8. Temporary Committees .....	8160
B. Board Members	
1. Retirement.....	8200
2. Orientation for Newly-Elected Members of the Board of Education .....	8210
3. Policy for Board Member Attendance at Educational Workshops, Conferences, Training Programs, Official Functions, Hearings, and Meetings.....	8230
4. Coffee Act Policy (Reimbursable Expenses).....	8231
5. Use of Public Resources by Board Members and Employees .....	8232
6. Membership in School Board Associations .....	8240
7. Conflict of Interest/Contracts.....	8260
8. Conflict of Interest - Employment of Family Member of Board Member or Supervisor and Employment of Board Member.....	8261
9. Conflict of Interest/Other than Contracts or Employment .....	8270
10. Reporting Procedures.....	8271
11. Code of Ethics.....	8272
C. Methods of Operation	
1. Methods of Operation .....	8300
2. Formulation of Policies.....	8310
3. Adoption, Amendment or Suspension of Policies .....	8320
4. Formulation of Administrative Regulations .....	8330
5. Meetings.....	8340
6. Types of Meetings.....	8341
7. Designated Method of Giving Notice of Meetings.....	8342
8. Agenda Construction and Control .....	8343
9. Location of School Board Meetings .....	8344
10. Procedures During Meetings.....	8345
11. Public Participation at Board Meetings .....	8346
12. Teacher-Administrator-Board of Education Relationships .....	8347

Internal Board Policies - OrganizationPurpose and Role of the Board

The responsibilities of the Board of Education shall be as follows:

1. Provide a school system which offers a Kindergarten through twelfth grade program.
2. Confer with the Superintendent of schools about recommendations for school programs.
3. Consider and adopt textbooks selected by the Superintendent and staff together with the courses of study recommended by them.
4. Set and annually review long-term written goals for the school district.
5. Consider and approve the annual operating budget prepared by the Superintendent.
6. Consider and approve claims for expenditure.
7. Be responsible to interpret the school programs to the community through a community relations program.
8. Represent the needs of the school system before city and state authorities as well as the general public.
9. Refer parent and community criticism and suggestions to the Superintendent for consideration and recommendation.
10. Serve as a body of final appeal for staff members and school patrons on matters properly appealable from orders of the Superintendent.
11. Establish and maintain policies consistent with the Board's interpretation of the wishes of the community and the requirements of the law. Conduct an annual review of policies as and to the extent required by law.
12. Develop a procedure whereby policy changes and/or additions may be proposed by board members, other school employees, or the general public by submitting them to the Superintendent for consideration and recommendation.
13. Continuously evaluate the effectiveness of Board policies.
14. Adopt rules and regulations in cooperation with the Superintendent for governance of the school system.

15. Select the Superintendent and support the Superintendent in the efficient discharge of the Superintendent's duties.
16. Require reports from the Superintendent.
17. Evaluate the Superintendent of Schools in accordance with applicable state laws.
18. Elect school personnel upon nomination and recommendation of the Superintendent.
19. Annually elect officers of the Board and appoint auxiliary personnel as necessary.
20. Distinguish between selfish, unformed criticism and genuinely helpful criticism.
21. Perform specific duties imposed on school boards by statutes of the State of Nebraska.
22. Participate in local, state and national organizations for school board members.
23. Cooperate with other governmental bodies and agencies.
24. Cooperate with professional and educational organizations.

Legal Reference:   Neb. Rev. Stat. § 79-501  
                          Neb. Rev. Stat. § 79-512  
                          Neb. Rev. Stat. § 79-525  
                          Neb. Rev. Stat. § 79-526

Date of Adoption:   November 13, 2018

Internal Board Policies - OrganizationDuties and Functions of the Board of Education

- A. The Board of Education shall exercise full legislative control over Chase County Schools, in accordance with the statutes of the State of Nebraska.
- B. The Board of Education shall elect a Superintendent to carry out the executive duties of Chase County Schools. The Superintendent's appointment shall be a major item of business at the December meeting, unless the present Superintendent is on a term contract.
- C. The Board of Education shall, through its legislative function, initiate questions of policy and act on the recommendations of the Superintendent in matters of policy, employee employment or dismissal, salary schedules or other personnel regulations, courses of study, selection of text books, and other matters pertaining to the direct welfare of the schools.
- D. The Board of Education shall require reports from its executive officer concerning conditions of efficiency and needs of the schools. The Board shall take steps to appraise the effectiveness with which the schools are achieving the educational purposes of the school system as may be determined by the Board of Education.
- E. The Board of Education shall provide for the preparation and adoption of the annual budget and shall provide, by the exercise of its taxing power, the funds necessary to finance the operation of the schools within the guidelines of Nebraska State Statute.
- F. In order to exercise its rights and duties, the Board of Education shall prepare and publish a body of policies and regulations covering organization, policies, and procedures of the school system. The Board of Education shall cause its policies and regulations to be kept in constant revision, conduct an annual review to the extent and shall republish such policies as and to the extent required by law and as deemed necessary.

Date of Adoption: November 13, 2018

Internal Board Policies - OrganizationAnnual Organizational Meeting

- A. An organizational meeting of the Chase County School District Board of Education shall be held on or before the third Monday of January of each year for the purposes of seating any new members and electing officers.

The following are procedures for election of officers and other business to take place at the annual organizational meeting of the Board:

1. After new Board members are sworn in, the Board will elect from its members a President, Vice President, Secretary and Treasurer, and if it is determined by the Board of Education to be needed an ex officio secretary and treasurer and those elected will assume office at the organizational meeting.

Upon call for nominations for each office by the Chair, nominations shall be made by written or oral ballot. Voting will be by oral or written ballot on all members nominated and repeated until a majority is achieved for a nominee. If no member receives a majority of votes after 3 ballots or 3 hours, the Board member who was the President of the Board during the immediately preceding term shall continue as President. In the event that the previous Board President is no longer a Board member, then the Vice President from the immediately preceding term shall become the President. In the event that both the prior President and Vice President are no longer members of the Board, then the longest tenured Board member shall serve as President. The vote may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes of the meeting.

2. The President shall assume the chair immediately upon the President's election.
3. The motions for the officer elections should read: Move that \_\_\_\_\_ be elected as \_\_\_\_\_ (name of office) to serve a term of one year, or until the person's successor is elected and qualified.

- B. The order of business for meeting should be as follows:

1. Call to Order and Roll Call
2. Oath of office for most recently elected
3. Elections
  - a. President
  - b. Vice President

- c. Treasurer
  - d. Secretary
4. Approval of committees, positions, and designations
    - a. Consider, discuss and take action to elect Secretary to the BOE
    - b. Consider, discuss and take action to select Legal counsel
    - c. Consider, discuss and take action to elect Committees as determined by the BOE
    - d. Consider, discuss and take action to select Depository bank(s)
    - e. Consider, discuss and take action to select District newspaper(s) of record
  5. Approval of current Board policies and regulations
  6. Designate date for the annual review of BOE policies
  7. Dissemination to each Board member of conflict of interest statutes
  8. Adjournment

Date of Adoption: November 13, 2018

**RESOLUTION**

**RESOLVED**, that the official depository of school funds for this School District is hereby designated to be \_\_\_\_\_, and that the designation of any other institution as the depository of school funds is hereby withdrawn.

The above Resolution, having been read in its entirety, member \_\_\_\_\_ moved for its passage and adoption, and member \_\_\_\_\_ seconded the same. After discussion and roll call vote, the following members voted in favor of passage and adoption of the above Resolution: \_\_\_\_\_

\_\_\_\_\_.  
The following members voted against the same: \_\_\_\_\_

\_\_\_\_\_.  
The following members were absent or not voting: \_\_\_\_\_

\_\_\_\_\_.  
The above Resolution, having been consented to and approved by more than a majority of the members of the School Board of this School District, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

**DATED** this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

Chase County Schools

**BY:** \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

Legal Reference: Neb. Rev. Stat. §§ 77-2350 and 77-2350.01

Date of Adoption: November 13, 2018

Internal Board Policies - Organization

Committee of the Whole

It shall be the policy of Chase County Schools that the Board of Education shall take formal actions as a Committee of the Whole on all matters pertaining to business and educational policies of the district.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: November 13, 2018

Internal Board Policies - OrganizationStanding Committees

It shall be the policy of Chase County Schools that the following will be the standing committees of the Board of Education:

1. Negotiations Committee
2. Curriculum, Technology Committee
3. Transportation/Facilities
4. Budget/Supt Evaluation Committee
5. Policy Committee
6. Health/Safety, Americanism Committee

It shall further be the policy of Chase County Schools that the President shall appoint the members of the above committees.

Legal Reference: Neb. Rev. Stat. § 79-724  
Neb. Rev. Stat. § 79-520

Date of Adoption: November 13, 2018

Internal Board PoliciesStanding Committee on Negotiations

It shall be the policy of Chase County Schools that the Negotiations Committee shall consist of four members appointed by the Superintendent.

The Negotiations Committee will represent the full Board of Education in negotiations with recognized labor organizations. The full Board of Education may also include selected administrators on the negotiations team. The Board of Education reserves the right to appoint a chief spokesperson who is not a member of the Board to represent the Board in negotiations.

After negotiations are completed, the negotiations committee will make a recommendation to the full Board of Education on the salary schedule and benefits under consideration.

Date of Adoption: November 13, 2018

Internal Board Policies - OrganizationStanding Committee on Curriculum and Americanism

It shall be the policy of Chase County Schools that the Committee on Curriculum and Americanism shall consist of no more than four appointed by the Board President. One of the responsibilities of this committee will be to examine recommended social studies textbooks and report findings based on this examination to other members of the Board of Education.

It shall further be the policy of Chase County Schools that the Committee on Curriculum and Americanism shall review all major proposals prepared by the superintendent of schools and instructional staff for adoption of new textbooks, development of new instructional programs, revision of existing instructional programs, modification of established graduation requirements, and other related matters. After the review is completed, the Committee on Curriculum and Americanism will make a recommendation to the full Board of Education about approval or adoption of the matter under consideration.

Legal Reference:      Neb. Rev. Stat. § 79-724  
                              Neb. Rev. Stat. § 79-520

Date of Adoption:    November 13, 2018

Internal Board Policies - OrganizationTemporary Committees

It shall be the policy of Chase County Schools that in addition to the appointment of standing committees, the President of the Board of Education or the full Board may appoint such temporary committees as are deemed necessary.

Temporary committees shall serve at the pleasure of the President of the Board of Education or of a majority of the members of the Board of Education, but in general the duration of temporary committees shall not exceed beyond the next annual meeting of the Board of Education.

Temporary committees will be expected to submit their recommendations to the full Board of Education for appropriate action.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: November 13, 2018

Internal Board Policies - Board Members

Retirement

It shall be the policy of Chase County Schools that retiring members of the Board of Education shall be appropriately recognized and thanked for the service which they have rendered to the schools and to the community.

When a Board member is retiring from service, the President of the Board of Education will direct that preparation be made for any presentation or award which will be made at the final meeting attended by the retiring Board member.

Date of Adoption: November 13, 2018

Internal Board Policies - Board MembersOrientation for Newly-Elected Members of the Board of Education

The Board of Education and staff members shall assist each new elected member to understand the functions, policies, and procedures of the Board of Education before the member takes office. To this end the following steps shall be taken:

1. The newly-elected member shall be given selected materials such as a copy of the Board's policies, a copy of the school budget, a copy of Nebraska school laws and information on the responsibility of a school Board member.
2. The newly-elected member shall be invited to attend meetings of the Board of Education and to participate in the discussions.
3. The secretary of the Board of Education shall supply material pertinent to the meetings and the Superintendent of the School shall explain the use of such materials.
4. The newly-elected member shall be invited to meet with the Superintendent and Principal to discuss their area of responsibility as defined by the Board of Education.
5. Any other material deemed helpful shall be made available upon request.

Date of Adoption: November 13, 2018

Internal Board Policies - Board MembersPolicy for Board Member Attendance at Educational Workshops, Conferences, Training Programs, Official Functions, Hearings, and Meetings

Board members are expected to maintain effectiveness by being well-informed on educational issues. Accordingly, Board members are encouraged to attend educational workshops, conferences, training programs, official functions, hearings, or meetings which are sponsored by the school district, state, and national education organizations.

Board members are specifically authorized to attend such functions which are sponsored by this school district, the Nebraska Association of School Boards, the National School Boards Association, AASA, NRCSA and similar organizations without specific action by the Board of Education. In addition, school Board members may attend such functions at district expense sponsored by other organizations upon specific prior approval of the Board of Education.

Legal Reference: Neb. Rev. Stat. § 79-512

Date of Adoption: November 13, 2018

Internal Board Policies - Board MembersCoffee Act Policy (Reimbursable Expenses)

- A. Board members, employees or volunteers of the school district are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the school district or State and national educational organizations or which are otherwise in the best interests of this school district as follows:
1. Board members as a result of this policy are hereby given prior approval by this school Board and upon approval by the Superintendent or the Superintendent's designee are specifically authorized to attend such functions without additional or further approval by the school Board unless otherwise so determined and the school district shall pay the registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable Federal Rates.
  2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the school district shall pay registration costs, tuition costs, fees or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to Federal rates.
- B. Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.
- C. Since it is hereby determined to be important and in the best interest of this school district to recognize service by Board members, employees and volunteers, the school Board hereby authorizes the President, Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted provided that no such plaque, certificate, flowers or other item of value to be awarded shall cost more than \$50.00.

- D. School Board members are not paid members and when appropriate because of the timing, length or other factors, sandwiches or meals may be provided to School Board members, employees and volunteers attending public meetings or in other appropriate or necessary situations such as joint meetings with other governing bodies.
- E. That non-alcoholic beverages, cookies or other similar items may be provided to individuals attending public meetings, private meetings, discussions or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this school district.
- F. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations or during or immediately following their participation in any activity approved by the School Board.
- G. In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees or volunteers provided the maximum cost per person, which is hereby established for such dinner shall not exceed \$50.00 and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.
- H. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the School Board to the designated officials so indicated herein.
- I. Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Legal Reference: Neb. Rev. Stat. §§ 13-2201 to 13-2204  
Neb. Rev. Stat. §79-546

Date of Adoption: November 13, 2018

Internal Board Policies/PersonnelUse of Public Resources by Board Members and EmployeesRestrictions on Use

No Board member or employee of Chase County Schools shall use or authorize the use of his or her public office or any confidential information received through the holding of the public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which the individual is associated.

No Board member or employee shall use or authorize the use of school district personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

No Board member or employee shall use or authorize the use of school resources 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. For purposes of this restriction, "school resources" means personnel, property, resources, or funds under the official care and control of the Board member or employee.

Authorized Uses

The uses described below are not authorized by employees, and violate this policy, where an employee's use: (1) interferes with the conduct of school business; (2) interferes with the performance of the employee's duties and responsibilities; (3) is contrary to another Board policy or a rule or directive set forth in an employee handbook or other employee communication device; (4) is contrary to a supervisor's directive; or (5) the use is for the employee's personal financial gain or potential for personal financial gain.

*Incidental or De Minimis Use:* Use of school resources by a Board member or employee which is incidental or de minimis does not constitute a violation of this policy.

*Personal Use as Part of Compensation:* Use of school resources for personal purposes is authorized by this policy if:

1. the use of the resource for personal purposes is part of the employee's compensation provided in an employment contract or is consistent with this policy; and
2. the personal use of the resource as compensation is reported in accordance with the Internal Revenue Code of 1986, as amended, and taxes, if any, are paid by the affected employee.

Employees who engage in such personal use shall, upon request of the Board of Education or the administration, provide evidence to establish that the compensation has been reported and taxes paid as required by the Tax Code.

*School Vehicles:* Use of a school vehicle by a Board member or employee to travel to a designated location or the home of the Board member or employee is permissible when the primary purpose of the travel serves a school district purpose. Such use is authorized by this policy. No travel other than directly to the school-related trip destination shall occur, however, when students are in the vehicle or if the vehicle is a school bus.

*Communication Devices:* A Board member or employee may use a telecommunication system, a cellular telephone, an electronic handheld device, or a computer under the control of the school district for email, text messaging, a local call, or a long-distance call, to a child at home, a teacher, a doctor, a day care center, a baby-sitter, a family member, or any other person to inform any such person of an unexpected schedule change or for other essential personal business. Any such communication shall be kept to a minimum and shall not interfere with the conduct of school business or the performance of an employee's duties.

A Board member or employee shall be responsible for payment or reimbursement of charges (e.g. long distance charges), if any, that directly results from any such communication. The Board member or employee shall promptly report any such communication that results in an expense to the School District to the Superintendent or the Superintendent's designee. The Superintendent or the Superintendent's designee shall establish procedures for reimbursement of charges incurred as a result of such communications.

Use of the District's internet system for such communications shall not be permitted to the extent such use violates the terms of the E-Rate program, which restricts use of the internet system to "educational purposes."

*Election Issues:* A Board member or the Superintendent, in the normal course of his or her duties, may use school resources to research and prepare materials to assist the School Board in determining the effect of a ballot question on the School District.

Mass mailings, mass duplication, or other mass communications at school expense for the purpose of qualifying, supporting, or opposing a ballot question is not permitted. Mass communications does not include placing public records demonstrating the consequences of the passage or defeat of a ballot question affecting the School District on its existing websites.

A Board member or employee may campaign for or against the qualification, passage, or defeat of a ballot question or the nomination or election of a candidate when no school resources are used. An employee shall not engage in campaign activity for or against the qualification, passage, or defeat of a ballot question or the nomination or election of a candidate while on duty time.

A Board member or authorized employee may make school facilities available 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 of use.

The School Board may discuss and vote upon a resolution supporting or opposing a ballot question.

A Board member may respond to specific inquiries by the press or the public as to his or her opinion regarding a ballot question or provide information in response to a request for information.

A Board member or employee may identify himself or herself by his or her official title when communicating about a ballot question. Employees who do so shall clearly communicate that their communication is their personal opinion and does not reflect the position or views of the Board of Education or the School District unless express authorization is given by the Board of Education or the Superintendent.

Legal Reference: Neb. Rev. Stat. §§49-14,101.01 and 49-14,101.02

Date of Adoption: November 13, 2018

Internal Board Policies - Board Members

Membership in School Board Associations

The Board of Education shall hold memberships in such school board associations as it may from time to time determine appropriate.

Legal Reference: Neb. Rev. Stat. § 79-512

Date of Adoption: November 13, 2018

Internal Board Policies - Board MembersConflict of Interest/Contracts

It shall be the policy of Chase County Schools that any contract whether oral or written, formal or informal, which is entered into by the school district and in which a member of the Board of Education is directly or indirectly interested, is voidable unless certain reporting, disclosure and abstention requirements are met. The school district is authorized to enter into a contract in which a member of the Board of Education is directly or indirectly interested so long as:

1. The Board member makes a declaration on the record regarding the nature of his/her interest prior to official consideration of the contract.
2. The affected Board member does not participate in consideration or discussion of the contract.
3. The Board member does not vote on the granting of the contract except that if the number of members of the Board declaring an interest in the contract would prevent the Board with all members present from securing a quorum in the issue, then all members may vote on the matter.
4. The Board member does not in any way participate in the inspection, operation, administration or performance under the contract on the part of the district.

It shall further be the policy of Chase County Schools that the above provisions apply not only to formal contracts but also to open accounts.

Legal Reference: Neb. Rev. Stat. Sec. 49-14,103.01

Date of Adoption: November 13, 2018

Internal Board PoliciesConflict of Interest - Employment of Family Member of Board Member or Supervisor and Employment of Board Member

1. A member of the Board of Education or an administrator or other employee with supervisory responsibilities may employ or recommend or supervise the employment of an immediate family member if:

- a. He or she does not abuse his or her official position (for this purpose, “abuse” means employing an immediate family member: who is not qualified for and able to perform the duties of the position; at an unreasonably high salary; or who is not required to perform the duties of the position);
- b. He or she makes a full disclosure on the record to the Board of Education and a written disclosure to the Superintendent and/or Secretary of the Board; and,
- c. The Board of Education approves the employment or supervisory position.

2. No immediate family member of a Board of Education or an administrator or other employee with supervisory responsibilities shall be employed by the School District:

- a. Without first having made a reasonable solicitation and consideration of applications for such employment.
- b. Who is not qualified for and able to perform the duties of the position.
- c. For any unreasonably high salary.
- d. Who is not required to perform the duties of the position.

3. Neither the Board of Education nor an administrator or other employee with supervisory responsibilities shall 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. This policy shall not apply to an immediate family member of a member of the Board of Education or an administrator or other employee with supervisory responsibilities who was previously employed in a position with the School District prior to the election or appointment of the Board member or employee. Prior to or as soon as reasonably possible after the official date a Board member takes office or an employee assumes his or her responsibilities, such Board member, administrator or other employee with supervisory responsibilities shall make a full disclosure of any immediate family member employed in a position subject to this policy.

5. A member of the Board of Education may not be engaged in a contract to teach with the Chase County School District. Nor shall a member of the Board of Education cast a vote in favor of the election of any employee when the Board member is related by blood or marriage to such employee.

Legal Reference: Neb. Rev. Stat. §§ 49-1499.04; Sec. 49-1499.05; 79-544; and 79-818

Date of Adoption: November 13, 2018

Internal Board PoliciesConflict of Interest—Other Than Contracts or Employment

1. Members of the Board of Education of this School District shall abstain from voting on matters on which they may have a conflict of interest. Any Board member who would be required to take any action or make any decision in the discharge of his or her duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

- (A) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict; and,
- (B) Deliver a copy of the statement to the Secretary of the Board of Education, who shall enter the statement into the public records of the School District.

The Board member shall take such action as the Commission shall advise or prescribe to remove himself or herself from influence over the action or decision in the matter.

2. The provisions of paragraph 1 above shall not prevent a Board member from making or participating in the making of a School District-related decision to the extent that the individual's participation is legally required for the action or decision to be made. In such event, the Board member shall report the occurrence to the Commission.

3. Except as defined in Nebraska statute and this policy, conflict of interest of a Board member shall not prevent a Board member from serving on the Board or restrict the hiring or purchasing practices of this School District.

4. The Superintendent, or the Superintendent's designee, shall provide:
- (A) Each Board member with copies of state statutes of Nebraska pertaining to conflicts of interest at the organizational meeting of the Board of Education held at the regular School Board meeting in January of each year. In addition, any newly appointed or elected Board member shall be provided such statutes.
  - (B) When possible, provide each Board member with a list of financial matters on the agenda to come before the Board of Education at the next regular meeting in sufficient detail to allow the Board member to identify potential conflicts of interest and report and receive advice from the Commission.

5. For purposes of this policy, immediate family member shall be defined as a child residing in the Board member's household, a Board member's spouse or an individual claimed by that Board member or the Board member's spouse as a dependent for federal income tax purposes.

Legal Reference: Neb. Rev. Stat. § 49-1425; § 49-14,101; § 49-14,102; § 49-14,103; § 49-14,103.01; § 49-14,103.02; § 49-14,103.03; § 49-14,103.04; § 49-14,103.05; § 49-14,103.06; § 79-818; § 79-544 and § 49-1499.

Date of Adoption: November 13, 2018

Internal Board Policies - Board MembersReporting Procedures

It shall be the policy of Chase County Schools that any school Board member who has a direct or indirect interest in a formal contract entered into with Chase County Schools, or an open account, shall provide the Superintendent of schools with the following:

1. Names of the contracting parties.
2. Nature of the interest of the school Board member.
3. Date that the contract was approved by the school Board.
4. Amount of the contract.
5. Basic terms of the contract.

The above information shall be provided to the Superintendent of schools no later than ten (10) days after the contract has been signed by both parties. Such information shall be kept on a ledger, and shall be retained in the ledger for five (5) years from the date of the last day in office of the school Board member. The ledger kept by the Superintendent of schools shall be available for public inspection during the normal working hours.

It shall further be the policy of Chase County Schools that in the case of open accounts, the above information shall be filed within ten (10) days after the account is opened and thereafter the interested officer shall file a revision to the statement within ten (10) days of each payment on the account specifying the date and amount of the payment.

Legal Reference: Neb. Rev. Stat. § 49-14,103.02

Date of Adoption: November 13, 2018

**CONFLICTS LEDGER**  
**CONTRACTS IN WHICH BOARD MEMBER HAS A POSSIBLE CONFLICT**

(1) Names of the contracting parties-- (a) Business	(b) Board member with possible conflict	(2) Nature of the interest of the officer in question	(3) Date contract was approved by Board	(4) Amount of the contract <sup>1</sup>	(5) Basic terms of the contract

**Note: May attach and reference NADC Form C-3.**

**§ 49-14,103.02. Contract with officer; information required; ledger maintained.** The person charged with keeping records for each governing body shall maintain separately from other records a ledger containing the information listed in subdivisions (1) through (5) of this section about every contract entered into by the governing body in which an officer of the body has an interest and for which disclosure is made pursuant to section 49-14,103.01. Such information shall be kept in the ledger for five years from the date of the officer's last day in office and shall include the:

- (1) Names of the contracting parties;
- (2) Nature of the interest of the officer in question;
- (3) Date that the contract was approved by the governing body;
- (4) Amount of the contract; and
- (5) Basic terms of the contract.

The information supplied relative to the contract shall be provided no later than ten days after the contract has been signed by both parties. The ledger kept pursuant to this section shall be available for public inspection during the normal working hours of the office in which it is kept.

*Source: Laws 1986, LB 548, § 3; Laws 2001, LB 242, § 22.*

**§ 49-14,103.03. Open account with officer; how treated.** An open account established for the benefit of any governing body with a business in which an officer has an interest shall be deemed a contract subject to sections 49-14,103.01 to 49-14,103.06. The statement required to be filed by section 49-14,103.02 shall be filed within ten days after such account is opened. Thereafter, the person charged with keeping records for such governing body shall maintain a running account of amounts purchased on the open account. Purchases made from petty cash or a petty cash fund shall not be subject to sections 49-14,103.01 to 49-14,103.06.

*Source: Laws 1986, LB 548, § 4.*

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<sup>1</sup> If contract involves an open account insert "open account." A running account of amounts purchased is maintained in the records of the District Bookkeeper.

Internal Board Policies - Board MembersCode of Ethics

It shall be the policy of Chase County Schools that members of the Board of Education will exercise their responsibilities in accordance with the following Code of Ethics:

1. As a member of the local Board of Education, representing all the citizens of the Chase County Schools District, each Board member will recognize:
  - a. That he or she has been entrusted with the educational development of the children and youth of the district.
  - b. That the district expects that the first and greatest concern of a school Board member will be the best interest of each and every one of the young people enrolled in the district's schools.
  - c. That the future welfare of this district, of this state, and of our nation depends in the largest measure upon the quality of education provided in Chase County Schools to meet the needs of every learner.
  - d. That members of the Board of Education must collectively take the initiative in helping all the people in this district to have updated, accurate information about the public schools system, and to provide the finest possible school programs, school staff, and school facilities.
  - e. That by statute the authority of the Board of Education is derived from the state which is ultimately responsible for the organization and operation of the public schools and which determines the degree of discretionary power exercised by the Board representing the people of the Chase County School District.
  - f. That a school Board member must never neglect his or her personal obligation to the district and legal obligation to the State of Nebraska, nor surrender these responsibilities to any other person, group or organization; but that, beyond this, each school Board member has a moral and civic obligation to our country which can remain strong and free only so long as public schools in the United States are kept strong and free.
2. In view of the foregoing consideration, it must be the constant endeavor of each school Board member:
  - a. To devote time, thought and study to the duties and responsibilities of a school Board member so that he/she may render effective and creditable service.

- b. To work with fellow school Board members in a spirit of harmony and cooperation so as to convert differences of opinion which arise during discussion and debate into a consensus for the benefit of the students enrolled in Chase County Schools.
- c. To base personal decisions upon all available facts in each situation, to vote honest conviction in every case, unswayed by partisan bias of any kind; thereafter, to abide by and uphold the final majority decision of the Board of Education.
- d. To remember at all times that individual Board members have no local authority outside the meetings of the Board of Education, and to conduct relationships with school staff members, local citizens, and all media of communication on the basis of this fact.
- e. To resist every temptation and outside pressure to use the position as a school Board member to benefit either oneself, immediate family or any other individual or agency apart from the total interest of the school system.
- f. To recognize that it is as important for the Board of Education to understand and evaluate the educational program of Chase County Schools as it is to plan for the business of the school district.
- g. To bear in mind under all circumstances that the primary function of the Board of Education is to establish and maintain the policies by which the schools are to be administered, but that the administration of the educational program and the conduct of school business shall be the primary responsibility of the Superintendent of Schools and the professional and non-professional staff members who are employed to work with the Superintendent of Schools.
- h. To welcome and encourage active cooperation by citizens, organizations, and the media of communication in Chase County Schools with respect to the establishment of policy on current school operation and proposed future developments.
- i. To strive step by step to achieve the ideal conditions for the most effective service by a Board of Education to its district, in a spirit of teamwork and unwavering commitment to the American system of public education as a primary means for preservation and perpetuation of our representative democracy.

Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationMethods of Operation

It shall be the policy of Chase County Schools that the Board of Education exercises authority over the schools in accordance with applicable laws. It determines policy; delegates executive supervisory and instructional authority to its employees; and appraises results achieved in light of goals established by the Board of Education.

The Board of Education shall direct its attention primarily to broad questions of policy and the appraisal of results rather than to administrative details. It shall be recognized that the implementation and the application of policy is an administrative task to be performed by the Superintendent of Schools and professional and non-professional staff elected to work with the Superintendent of Schools. The Superintendent and Principals shall be held responsible for the effective administration and supervision of Chase County Schools and its policies.

All matters to be submitted to the Board of Education shall first be brought to the Superintendent of Schools for study, analysis, review and recommendation. The Superintendent will present to the Board of Education those matters which require formal action by the Board of Education.

Legal Reference:      Neb. Rev. Stat. § 79-526  
                              Neb. Rev. Stat. § 79-520

Date of Adoption:     November 13, 2018

Internal Board Policies - Methods of OperationFormulation of Policies

It shall be the policy of Chase County Schools that the Board of Education, representing the people of the Chase County School District, will be the governing body which determines all questions of general policy to be employed in the governance of the Chase County Schools.

Proposals regarding school district policies and operation may be initiated by any of several sources: a parent, a taxpayer, a professional employee, a school board member, a non-professional employee, a professional consultant, a civic group, etc. Ordinarily policies will be developed for presentation to the Board of Education by the Superintendent.

Formal action on policy proposals, whatever their source, will be taken by the Board of Education in accordance with its bylaws. Ordinarily, the Board of Education shall take action on such matters upon the basis of recommendations presented to the Board of Education by the Superintendent.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                              Neb. Rev. Stat. § 79-520

Date of Adoption:     November 13, 2018

Internal Board Policies - Methods of OperationAdoption, Amendment or Suspension of Policies

- A. Proposed policies introduced and recommended to the Board shall require a majority vote of the Board for adoption and if so passed shall take effect immediately.
- B. Any policy of the Board may be suspended for an agreed upon period of time by a majority vote of the members of the Board.
- C. The Superintendent, in case of emergency or to comply with legal requirements, may suspend any part of these policies and regulations as it pertains to administration of schools provided, however, that the Superintendent shall report the fact and the reason for such suspension at the next meeting of the Board of Education and, provided further that the suspension shall expire at the time of said report unless continued in effect by action of the Board of Education.

Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationFormulation of Administrative Regulations

The Board of Education shall delegate to the Superintendent of Schools the function of specifying required actions and outlining detailed arrangements for operation of the schools. These rules and detailed arrangements shall constitute the administrative regulations governing the schools. These rules and arrangements must, in every respect, be consistent with the policies adopted by the Board of Education.

The Board of Education shall approve administrative regulations when specific state laws require such action or when the Superintendent recommends that the Board of Education take such action.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationMeetings

The formation of school policy is a public matter and final action on such a matter must be taken in an open meeting. Every meeting of the Board of Education shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of the Board of Education, except as otherwise provided by the Constitution of the State of Nebraska, and by federal and state law.

The term "meeting" shall refer to all regular, special, or called meetings, formal or informal, of the Board of Education for the purpose of briefing, discussing public business, forming tentative policy, or taking any action of the Board of Education. This definition of "meeting" includes any meeting of an advisory committee of the Board of Education, but specifically excludes any meeting of a subcommittee, or standing committee, of the Board of Education unless such subcommittee or standing committee has been given the authority to take formal action on behalf of the Board.

Since members of the Board of Education are unable to function officially as individuals, the meeting of the Board of Education will present an opportunity for the school program to be discussed and appraised and for individual biases and opinions to be aired as the members of the Board of Education strive for consensus decisions on specific issues. In addition, the meeting will provide an appropriate place for items of interest or concern to individual citizens or groups of the school community to be heard and considered. The Board of Education will take formal action only when the Board is meeting in open session.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                              Neb. Rev. Stat. § 79-555  
                              Neb. Rev. Stat. § 84-1412

Date of Adoption:     November 13, 2018

Internal Board Policies - Methods of OperationTypes of MeetingsRegular Meetings

Regular scheduled meetings may be of two kinds: business or education or both. The education meetings may be held for the purpose of reviewing the school program, or for the development and discussion of policy.

Special Meetings

A special meeting may be called by the President of the Board, or upon recommendation of the Superintendent, or by four members collectively in the event the President fails to act, upon due notice as specified by the bylaws. No business shall be transacted at a special meeting except that for which the meeting is called or that of an emergency nature.

Legal Reference: Neb. Rev. Stat. § 79-554  
Neb. Rev. Stat. § 84-1409

Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationDesignated Method of Giving Notice of Meetings

The designated methods of giving advance notice of meetings of the Board of Education of the Chase County School District shall be by publication or by posting. If notice is given by posting, such notice shall be given by posting notice in at least three (3) public places throughout the school district. The school house door, the post office, and a local bank are designated posting places, though other or different places at which the public may reasonably be notified are also designated as permissible places.

Notice shall be given a reasonable time in advance of the meeting. Two (2) days advance notice shall be considered sufficient.

For an emergency meeting, notice shall not be required to be given; however, the Board will complete minutes for such an emergency meeting as required by law. An emergency has been defined as any event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition.

The Secretary of the Board of Education, or the Secretary's designee, shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to such news media of the time and place of each meeting and the subjects to be discussed at the meeting.

Legal Reference: Neb. Rev. Stat. §§ 79-554; 79-555 and 84-1411

Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationAgenda Construction and Control

- A. Written meeting agendas will be prepared by the Superintendent in collaboration with the President and Vice President of the Board of Education. Any Board member may submit agenda items to be placed on the agenda by the Superintendent and the Board President.
  
- B. Control of the agenda is the responsibility of the Board President. Agenda items shall set forth the matter to be discussed at that agenda item. An agenda, kept continuously current, shall be readily available for public inspection at the office of the Superintendent of Schools of the Chase County School District during normal business hours. Except for items of an emergency nature, the agenda shall not be altered later than 24 hours before the scheduled commencement of the meeting. The School Board shall have the right to modify the agenda to include items of an emergency nature only by action taken at the public meeting at which the item is to be considered. Agenda items shall be sufficiently specific to advise the public of the issues to be discussed under that agenda item.

Legal Reference: Neb. Rev. Stat. § 84-1411

Date of Adoption: November 13, 2018

Internal Board PoliciesLocation of School Board Meetings

The traditional meeting place for Board meetings will be the board room at the School District office. The President or Superintendent may designate a different meeting place for individual meetings with advance notice to the members.

All meetings of the Board shall be held at the location designated in the notice of said meeting. If circumstances dictate meeting in a different location than designated in the notice, it shall be the responsibility of the Superintendent to take the appropriate steps to inform Board members and the public.

Meetings of the Board may be held outside the School District boundaries when deemed necessary by the Board and approved by the Board at any preceding meeting. Meetings of the Board may be held outside the state of Nebraska upon compliance with applicable laws.

Legal Reference: Neb. Rev. Stat. §§ 84-1411 and 84-1412

Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationProcedures During Meetings

In the absence of the President and the Vice President of the Board of Education at any meeting, the Board shall choose a President pro tempore. In the absence of the Secretary at any meeting, the Board shall also choose a Secretary pro tempore.

Any action taken on a question or a motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or abstained.

Legal Reference:      Neb. Rev. Stat. § 79-569  
                              Neb. Rev. Stat. § 79-520  
                              Neb. Rev. Stat. § 84-1413

Date of Adoption:    November 13, 2018

Internal Board Policies - Methods of OperationPublic Participation at Board MeetingsA. Attend

Members of the public shall be permitted to attend and to speak at board meetings. They will not be required to identify themselves as a condition for admission to the meeting.

The Board may allow advisors, consultants, and other persons who are not Board members to appear at the meeting via telephone or other similar means.

The chair has the authority to assure that people conduct themselves in an orderly manner at the meeting. Undue interruption or other interference with the orderly conduct of business will not be allowed. The chair may order persons who are disorderly to be removed from the meeting.

<b>Legal Reference:</b>	§§ 79-570; 79-571; § 84-1411 (3) and (6); § 84-1412 (1) and (3)
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B. Hear

The board will, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

<b>Legal Reference:</b>	§ 84-1412 (7)
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C. Record

Members of the public may use recording devices (tape recorder, video camera, etc.) to record any part of a meeting of a public body, except for closed sessions. No recording, other than note taking, shall be done without informing the President in advance. The President shall control the placement of the recording device so the device does not obstruct the view of Board members or other members of the public attending the meeting and does not otherwise interfere with the meeting.

<b>Legal Reference:</b>	§ 84-1412 (1)
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D. Access to Written Materials

At least one copy of all reproducible written material to be discussed at an open meeting will be made available at the meeting for examination and copying by members of the public.

Any written or printed materials to be circulated for a meeting of the school board must be submitted to the Superintendent by the Friday preceding a Tuesday night meeting. Adding such information to the agenda packet will be at the discretion of the Superintendent after consultation with the Board President.

<b>Legal Reference:</b>	§ 84-1412 (8)
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E. Speak

Members of the public will be permitted to speak at Board meetings at which a public forum is on the Agenda. Members of the public may also speak when invited to make a presentation or when recognized by the chair. The Board is not required to allow members of the public to speak at each meeting. However, the Board will not forbid public participation at all meetings.

Members of the public will not be required to have their name be placed on the agenda prior to the meeting in order to speak about items on the agenda.

Members of the public who desire to address the Board will be required to identify themselves.

The President or chair for the meeting shall have the authority to establish reasonable time limits for individual speakers and for the duration of public forum sessions.

Speakers will be permitted to address the Board consistent with free speech rights. However, offensive language, defamatory remarks, and hostile conduct will not be tolerated. Further, charges or complaints against a school employee shall not be made for the first time at a public Board meeting without having followed the school's complaint procedure.

<b>Legal Reference:</b>	§ 84-1412 (1) (2) and (3)
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Date of Adoption: November 13, 2018

Internal Board Policies - Methods of OperationTeacher-Administrator-Board of Education Relationships

Since it is recognized that providing a high quality education for children is the paramount aim of Chase County Schools and that good morale is necessary for the best education of children, the Board sets forth the following policy concerning the relationship of the Board, the administration, and the staff:

- A. The Board of Education, under law, has the final responsibility of establishing policies for the district.
- B. The Superintendent and staff have the responsibility of carrying out the policies established through the development and monitoring of administrative rules and regulations.
- C. The professional teaching personnel has the ultimate responsibility of providing the best possible education in the classroom through the careful following of Board policies and administrative rules and regulations.

Date of Adoption: November 13, 2018

## TABLE OF CONTENTS

	POLICY
A. Board Authority	
1. General Statement.....	9000
2. Limits of Authority .....	9010
B. Board Members	
1. Legal Description.....	9100
2. Number of Members, Terms of Office .....	9110
3. Officers .....	9120
a. President.....	9121
b. Vice-President.....	9122
c. Treasurer .....	9123
d. Secretary .....	9124
e. Attorney.....	9125
f. Auditor.....	9126
g. Individual Members.....	9127
h. Removal From Office .....	9140
C. Bylaws, Policies and Regulations	
1. Formulation, Adoption, Amendment of Policies.....	9200
2. Adoption and Amendment of Bylaws.....	9210
3. Approval and Amendment of Administrative Regulations .....	9220
D. Meetings	
1. Regular Meetings .....	9300
2. Special Meetings.....	9301
3. Advance Delivery of Meeting Materials.....	9310
4. Order of Business.....	9320
5. Parliamentary Procedure.....	9330
6. Minutes .....	9340
7. Voting .....	9341
8. Methods of Operation/Quorum.....	9350
9. Board/School District Records .....	9360
10. Open Sessions .....	9370(a)
11. Closed Sessions.....	9370(b)

Bylaws of the Board - Board Authority

General Statement

Bylaws are rules or procedures adopted by the board to govern its internal operations. The use of such guidelines or bylaws helps the board to comply with the responsibility and duties delegated to it by law and by the local electorate, in an efficient and effective manner.

Date of Adoption: November 13, 2018

Bylaws of the Board - Board Authority

Limits of Authority

The Board of Education is the unit of authority. Apart from the normal function as part of the unit, a board member has no individual authority. Individually, the board member may not commit the district to any policy, act or expenditure.

No individual member of the board shall exercise any administrative responsibility with respect to the schools.

Date of Adoption: November 13, 2018

Bylaws of the Board - Board Members

Legal Description

The corporate name of this school district shall be:

Chase County School District 15-0010, and shall also be known as Chase County Schools.

Legal Reference: Neb. Rev. Stat. § 79-405

Date of Adoption: November 13, 2018

Bylaws of the Board - Board Members

Number of Members, Terms of Office

The Board of Education shall consist of nine (9) members elected at large by the qualified voters of the school district in a manner prescribed by law under the provisions pertaining to a Class III school district in the statutes of the State of Nebraska.

The terms of office for board members shall be four (4) years and will begin on the **first Thursday** after the **first Tuesday** in January.

Legal Reference:     Neb. Rev. Stat. § 79-549  
                          Neb. Rev. Stat. § 79-550  
                          Neb. Rev. Stat. § 32-543

Date of Adoption:    November 13, 2018

Bylaws of the Board - Board Members

Officers

1. Members of the school board will elect from among its members a president and vice president.
2. There will also be an elected or appointed secretary who does not need to be a member of the school board.
3. These officers shall be elected at the board's organizational meeting in January of each year.
4. The Board of Education may employ a treasurer for the district at the January meeting who shall be paid a salary from school district funds within the limits permitted by law, in amounts to be fixed by the Board. A treasurer so employed shall not be a member of the Board. A board member serving as treasurer shall not be compensated.

Legal Reference:     Neb. Rev. Stat. § 79-520  
                          Neb. Rev. Stat. § 79-590

Date of Adoption:    November 13, 2018

Bylaws of the Board - Board MembersPresident

1. The duties of the board president shall be to:
  - a. Preside at all meetings of the school board in accordance with Robert's Rules of Order.
  - b. Countersign all orders upon the school treasury for funds to be disbursed by the district.
  - c. Countersign all warrants of the secretary of the county treasurer.
  - d. Administer the oath to the secretary and treasurer when so required by law.
  - e. Other duties as the law may require.
2. The president has the right to vote on any issue that may come before the school board.
3. The president has the additional duty to maintain order at public meetings of the school board.
4. The president must appear for and on behalf of the district in all suits brought by or against the district.
5. The president shall appoint or provide for the election of all committees of the board, unless otherwise directed by the board. The president shall be kept apprised of the workings of all such committees.
6. The president may call special meetings of the board.
7. The president shall call special meetings of the board when requested by four (4) or more board members.

Legal Reference:     Neb. Rev. Stat. Sec. 79-569  
                          Neb. Rev. Stat. Sec. 79-570  
                          Neb. Rev. Stat. Sec. 79-572

Date of Adoption:    November 13, 2018

Bylaws of the Board - Board Members

Vice-President

The vice president shall perform the duties of the president in case of absence of the president. In the case of the absence of both the president and vice-president, the remaining members shall select a president pro tem to preside at the meeting.

Date of Adoption: November 13, 2018

Bylaws of the Board - Board Members

Treasurer

The treasurer shall be custodian of all money belonging to the school district, and shall perform duties required by law or by the board.

Legal Reference:   Neb. Rev. Stat. § 79-586  
                          Neb. Rev. Stat. § 79-587  
                          Neb. Rev. Stat. § 79-588  
                          Neb. Rev. Stat. § 79-590

Date of Adoption:   November 13, 2018

Bylaws of the Board - Board MembersSecretary

The secretary shall perform duties required by law and such duties as the Board and Superintendent may request. In the secretary's absence, documents requiring the signature of the secretary may be signed on the secretary's behalf by the treasurer or another board officer as the secretary's designee.

Legal Reference:   Neb. Rev. Stat. § 79-576  
                          Neb. Rev. Stat. § 79-577  
                          Neb. Rev. Stat. § 79-578  
                          Neb. Rev. Stat. § 79-524

Date of Adoption:   November 13, 2018

Bylaws of the Board - Board Members

Attorney

The board may, at its discretion, appoint an attorney to perform desired legal services. The attorney shall serve at the board's pleasure and be compensated at a mutually agreeable rate.

Legal Reference: Neb. Rev. Stat. § 79-513

Date of Adoption: November 13, 2018

Bylaws of the Board - Board MembersAuditor

The board will have an annual independent audit of the finances of the district. The board will contract only with state approved auditors and their analysis and report will be in keeping with state approved or accepted standards. This annual audit will be completed by November 5 of each year.

Legal Reference: Neb. Rev. Stat. § 79-1089  
NDE Rule 1.3.05

Date of Adoption: November 13, 2018

Bylaws of the Board - Board Members

Individual Members

It is understood that the members of the Board have authority only when acting as a Board legally in session. The Board shall not be bound in any way by any action or statement on the part of any individual Board members, except when such statement or action is in pursuance of specific, formal instructions from the Board.

Date of Adoption: November 13, 2018

Bylaws of the Board - Board Members

Removal From Office

Any member elected or appointed to an officer position on the Board of Education may be removed from the officer position by a two-thirds (2/3rds) vote of the membership of the Board.

Date of Adoption: November 13, 2018

Bylaws of the Board - Bylaws, Policies and RegulationsFormulation, Adoption, Amendment of Policies

Policy proposals and suggested amendments to or revisions of existing policies shall normally be submitted to all members of the Board of Education by the Superintendent in writing prior to a regularly scheduled Board of Education meeting in which such proposed policies, amendments, or revisions thereof shall be read and discussed.

Policies will be adopted or amended after consideration at two (2) meetings of the Board of Education. The agenda and minutes shall be marked to indicate policy matters.

The formal adoption of policies shall be by majority vote of all members of the Board of Education and the actions shall be recorded in the minutes of the Board of Education. Only those written statements so adopted and so recorded shall be regarded as official policy.

Policies shall be reviewed at least every two (2) years or at such other periodic time periods as may be required by law.

Reference: Robert's Rules of Order

Date of Adoption: November 13, 2018

Bylaws of the Board - Bylaws, Policies and Regulations

Adoption and Amendment of Bylaws

Proposed new bylaws and suggested amendments to or revisions of existing bylaws may be adopted by a majority vote of ALL members of the Board during the second of two (2) regularly scheduled meetings of the Board not less than four (4) weeks apart in the calls for which meeting the proposed additions, amendments or revisions shall have been described in writing.

Legal Reference: Neb. Rev. Stat. § 79-526  
Reference: Robert's Rules of Order

Date of Adoption: November 13, 2018

Bylaws of the Board - Bylaws, Policies and RegulationsApproval and Amendment of Administrative Regulations

The Board does not adopt administrative regulations unless specifically required to do so by law, or unless requested to do so by the Superintendent, or as required by negotiated agreements with employee organizations, in which case, any such regulation shall become a part of any such agreement and shall be subject to amendment as provided in any such agreement. Adoption and amendment of such Board adopted regulations shall be by the same procedure as that specified for policies at 9200.

The Board reserves the right to review and demand revisions of administrative regulations should they, in the Board's judgment, be inconsistent with the policies adopted by the Board.

Legal Reference: Neb. Rev. Stat. § 79-526

Date of Adoption: November 13, 2018

Bylaws of the Board - Meetings

Regular Meetings

The board at its organization meeting shall set the regular meeting time and date unless otherwise designated. The regular meetings of the board will be held on or by the third Monday of each month.

All meetings shall be held in the boardroom at the Chase County School District Office unless otherwise designated.

In each odd-numbered year, the January meeting will be held on or after the first Thursday after the first Tuesday.

Legal Reference:     Neb. Rev. Stat. § 79-554  
                          Neb. Rev. Stat. § 79-555  
                          Neb. Rev. Stat. § 84-1401

Date of Adoption:    November 13, 2018

Bylaws of the Board - Meetings

Special Meetings

A special meeting of the Board may be called by the president when in his opinion it is necessary, or upon recommendation of the Superintendent of Schools, or any four (4) Board members.

No business shall be transacted at any special meeting which does not come within the purpose or purposes set forth in the call for the meeting unless it is of an emergency nature.

All meetings shall be held in the Chase County School District Office unless otherwise designated by the president with the approval of the Board.

Special Board sessions may be adjourned to a definite date and time.

Legal Reference:      Neb. Rev. Stat. § 79-554  
                                 Neb. Rev. Stat. § 79-520  
                                 Neb. Rev. Stat. § 79-555  
                                 Neb. Rev. Stat. § 84-1401

Date of Adoption:      November 13, 2018

Bylaws of the Board - MeetingsAdvance Delivery of Meeting Materials

The Board shall require the Superintendent to prepare an agenda which, with the minutes, shall be mailed or delivered to the Board members on Friday or prior to each regular monthly Board meeting.

Items not placed on the regular agenda may be shelved until the regular meeting on the following month to provide the Board adequate time to research the item in question. Citizens may have an item placed on the agenda by permission of the President of the Board or the Superintendent of Schools.

Legal Reference: Neb. Rev. Stat. § 79-520

Date of Adoption: November 13, 2018

Bylaws of the Board - MeetingsOrder of Business

The following shall be the order of business for the regular meetings. The order of business may be changed when the Board President or Superintendent establish the Agenda and also by consent of the Board.

1. Call to Order, Announce Location of Open Meetings Poster
2. Approval of Agenda and Changes to Agenda
3. Consent Agenda--Approve
  - a. Minutes of prior meeting(s)
  - b. Financial report
  - c. Expenditures and claims for payment
4. Excuse Absent Board Members
5. Reports
  - a. Activity Director
  - b. Principals
  - c. Superintendent
  - d. Board committees
6. Public Comment
7. Action Items
8. Discuss Items
9. Time/Date next meeting
10. Adjournment

Date of Adoption: November 13, 2018

Bylaws of the Board - MeetingsParliamentary Procedure

The rules of parliamentary procedures as embodied in Robert's Rules of Order, latest edition, may guide the school Board in the conduct of Board meetings. Exceptions shall be made when the issue in question is covered by Board policies or bylaws, and as to minutes, adjournment and as otherwise required by statute. The President, or meeting chair, shall decide all questions of procedure and order, subject to an appeal to the Board, with the object that Board meetings be conducted with order, decency, and regularity and to accomplish the work of the school Board in the best possible manner.

Date of Adoption: November 13, 2018

Bylaws of the Board - MeetingsMinutes

The Board of Education shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed. The resignation of a Board member or any other circumstance that results in a vacancy in office shall be made a part of the minutes.

The minutes shall be prepared by the secretary immediately following the meeting, shall be written, shall be available for inspection by the public and for distribution to the members of the Board within ten (10) working days, or prior to the next convened meeting, whichever occurs earlier, and shall be a part of the agenda for the next regular meeting at which time they shall be corrected, if necessary, and approved.

The minutes shall be kept in the office of the superintendent and shall be public records and open to public inspection during normal business hours.

The minutes may be kept as an electronic record.

Legal Reference: Neb. Rev. Stat. §§ 79-555; 79-570; and 79-577  
Neb. Rev. Stat. §§ 84-1408 to 1414

Date of Adoption: November 13, 2018

Bylaws of the Board - Meetings

Voting

Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the Board in open session, and the record shall state how each member voted, or if the member was absent or not voting. The requirements of a roll call or viva voce vote may be satisfied by use of an electronic voting device which allows the yeas and nays of each member of the board to be readily seen by the public.

Date of Adoption: November 13, 2018

Bylaws of the Board - Meetings

Methods of Operation/Quorum

The Board of Education shall transact business only when it is in session, has a quorum present, and minutes are kept. A majority of all members of the Board shall constitute a quorum.

Legal Reference: Neb. Rev. Stat. § 79-554

Date of Adoption: November 13, 2018

Bylaws of the Board - MeetingsBoard/School District RecordsExceptions and Locations

The Board of Education and the Superintendent may withhold from the public those records in their custody enumerated by law. Records which are open to inspection shall be available in the office of the Superintendent.

Open Meetings Act Posting and Public Access to Board Records

The Board of Education accepts its responsibility to conduct its meetings in public and in compliance with law. The Superintendent shall post at least one current copy of the Open Meetings Act in the meeting room at a location accessible to members of the public. At the beginning of each meeting the public shall be informed about the location of the posted information by announcement of the Board President or Chairperson or via notice given in the Agenda. The Superintendent and the Board secretary shall make available for examination and copying by members of the public at least one copy of all reproducible written material to be discussed at an open meeting except where the law specifically states that a matter is exempted either temporarily or permanently from such disclosure.

Therefore, the Board of Education directs the Superintendent and the Board secretary, acting jointly and cooperatively, to make easily available copies of the Board of Education policy manual and the minutes of meetings of the Board of Education and its committees (except as exempt by law). Minutes shall be made available within ten (10) days of the meeting reported; policies shall be incorporated into the manual within thirty (30) days of adoption.

Legal Reference:      Neb. Rev. Stat. §§ 84-1408 to 84-1414  
                              Neb. Rev. Stat. § 84-712

Date of Adoption:    November 13, 2018

Bylaws of the Board - MeetingsOpen Sessions

Subject to the provisions of the public meeting law of the State of Nebraska and the policies of the District, the public shall have the right to attend and the right to speak at meetings of the Board except any part thereof held in closed session, and all or any part of a meeting of the Board except that held in closed session may be recorded by any person in attendance by means of a tape recorder or any other means of sonic reproduction or in writing.

The Board may make and enforce reasonable rules and regulations regarding the conduct of persons attending its meetings and regarding their privilege to speak. The Board is not required to allow citizens to speak at each meeting, nor may it forbid public participation at all meetings.

Any person or group may attend the regular or special meeting of the Board of Education. Undue interruption or other interference with the orderly conduct of business cannot be allowed. Defamatory or abusive remarks are always out of order. A speaker's privilege of address may be terminated if he persists in improper remarks.

At a public meeting of the Board no person shall orally initiate charges or complaints against an individual employee of the District or challenge instructional materials used in the District. All such complaints, charges or challenges shall be presented to the Superintendent or Board in writing and signed by the complainant. All such charges, if presented to the Board directly, shall be referred to the Superintendent for investigation and report.

The Board is not obligated to act on any request unless the same has been submitted in writing to the Superintendent or to the president of the Board sufficiently in advance to allow the same to have been incorporated into the agenda for the meeting.

Date of Adoption: November 13, 2018

Bylaws of the Board - MeetingsClosed Sessions

The Board of Education may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) strategy sessions with respect to collective bargaining, real estate purchases, or litigation; (b) discussion regarding deployment of security personnel or devices; (c) investigative proceedings regarding allegations or misconduct; or (d) evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; provided, however a closed meeting shall never be held for the purpose of discussing the appointment or election of a new member to the Board of Education.

The vote to hold a closed session shall be taken in open session. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The Board shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken.

Any member of the Board shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reasons stated in the original motion to hold a closed session. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

The term "closed session" as used in the policies, regulations and Bylaws of the District shall include within its meaning any "executive session" or "executive meeting" authorized or prescribed by said policies, regulations and Bylaws, all of said terms being interchangeable.

Legal Reference: Neb. Rev. Stat. §§ 84-1407 to 84-1414

Date of Adoption: November 13, 2018