

Board of Education Regular Meeting

Monday, October 12, 2020 7:00 PM

Media Center at the Palmyra District OR-1 Public Schools

425 F Street

Palmyra, NE 68418

District Mission:

“Together we prepare our students to successfully meet the challenges of the future.”

Strategic Goal 1: District OR-1 Public Schools will provide the facilities needed to be competitive with other area schools in athletics and fine arts programs.

Strategic Goal 2: District OR-1 Public Schools will foster a unified community.

Strategic Goal 3: District OR-1 Public Schools will continuously implement (academic) programs and the curriculum needed to remain competitive with other area schools.

Attendance Taken at 7:01 PM.

Jaimi Calfee: Present

Doug Church: Present

Brandon Desh: Present

Lance Gee: Absent

Clayton Maahs: Present

Susan Royal: Absent

1. Call to Order and Pledge of Allegiance

- Meeting called to order by Board of Education President Maahs

2. Announcement of the Open Meetings Act Posting

3. Board of Education Resignations

1. Board Member #1 Resignation

Motion to approve the resignation of board member Lance Gee Passed with a motion by Doug Church and a second by Brandon Desh.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Clayton Maahs: Yea

- No further discussion took place on this action item.

2. Board Member #2 Resignation

Motion to approve the resignation of board member Susan Royal. Passed with a motion by Doug Church and a second by Brandon Desh.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Clayton Maahs: Yea

- No further discussion took place on this action item.

4. Staff and Student Presentations

- Teachers Truax and Lemmer shared information about their classes and activities through a PowerPoint presentation and handout.
- Discussion centered around the various opportunities available to our students within the district. The class curriculums are diverse. Many of the concepts focus on employability skills like time management, leadership, and work ethic.
- Questions centered around reflection on teaching in a pandemic, the number of classes each teacher instructs each day, and the increase of student participation with various clubs like FFCLA (Family, Career and Community Leaders of America) and FFA.

5. Consent Agenda

Motion to approve the consent agenda as presented Passed with a motion by Brandon Desh and a second by Doug Church.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Clayton Maahs: Yea

- No further discussion on the consent agenda.

1. Approval of minutes of previous meetings

Official Board of Education minutes are available on the district web site at www.districtor1.org

2. Approval of Claims/Payment of Bills

3. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)

4. Financial Report

6. Administrative Reports

Administrative reports are available in their entirety at:

<https://meeting.sparqdata.com/Public/Organization/174>

1. Superintendent's Report

- Discussion centered around the Olson Complex Dedication Event and the tremendous amount of hard work and collaboration by all involved to bring the project together.
- Discussion also centered around the various supplemental funding activities being pursued to help supplement district costs in many areas. These areas include food service, technology, and the Olson Complex (recycled tire grant).
- Additional discussion centered on the upcoming COVID Response Day (Wednesday, October 14th) which facilitates deep cleaning of buildings, increased staff collaboration on curriculum and assessment, and enhancing remote learning opportunities through Canvas and other digital platforms.

2. High School Principal

- Mr. Johnson delivered the report for the high school.
- Discussion on the report centered around parent-teacher conferences, report cards, and Homecoming activities. Feedback from teachers and parents on the format for parent-teacher conferences was positive. A recommendation for keeping some of the digital format of the conferences could be helpful in the future, regardless of whether we are still in the middle of a pandemic or not.
- Report cards will be sent home the week of October 19th and the end of first quarter is Friday, October 16th.

- Homecoming was also discussed along with an appreciation for the work of our coaches and the athletic director using flexibility in scheduling, rescheduling, and accommodating numerous changes to activity events.

3. Elementary Principal

- Ms. Walter delivered the elementary building report.
- Discussion centered around parent teacher conferences, the end of first quarter and report cards, National Bullying Prevention month, and the various activities going on in the building.
- Ms. Walter thanked staff and students for their adherence to building safety protocols.

4. Activities Director Report

- Mr. Johnson delivered the activities report on behalf of Mr. Hoeft.
- Discussion centered around school activities, adjustments to activity schedules, and upcoming events.
- Mr. Johnson listed the names of students who were candidates for Homecoming royalty.

7. Discussion Items and Committee Reports

1. Bond Refinancing Resolution

- Jay Spearman from Piper Sandler talked with the board about a resolution for refinancing bonds.
- Mr. Spearman stated that the interest rates have moved in a positive direction and the time for refinancing is good.
- Discussion centered around two basic options for refinancing (please see the attached document for more information).
- The board decided to table a decision and a committee will present a recommendation to the entire board at a future meeting.
- The committee will schedule a meeting prior to the next regular board meeting.

2. Auditor Visit Review and Annual Audit Information

- The annual auditor visit began on October 5th and 6th.
- The audit is being completed remotely and our office staff has done a tremendous job of providing requested information in an efficient and organized manner.
- The audit should be finalized in the next couple of weeks.
- The Annual Financial Report (AFR) will be uploaded at the beginning of next month.
- No further discussion was presented on this topic.

3. Olson Project Complex Update

- Brandon Desh updated the board on the progress report meeting from Friday, October 2nd, and thanked local businesses and Nemaha Construction for a well-planned and managed project.
- The discussion centered around the following topics:
 - Budget summary
 - Closeout pay app and remaining contingencies
 - Parking lot lights (dimmers, sensors, safety lights)
 - Water bill
 - South parking lot concrete issues and drainage

- Street repair
 - Baseball dugout canopies, bat racks, and helmet storage
 - Trees and seeding
 - Adjacent lots planning
 - Discussion also centered on future facility usage of the complex.
4. Updated Meeting Dates for the Americanism and Transportation Committees
- Transportation Committee:
 - Upcoming Meeting Dates
 - Wednesday, October 21, 2020, at noon at the high school
 - Americanism Committee:
 - Upcoming Meeting Dates:
 - Thursday, October 15th, 2020, at noon at the high school
 - Thursday, February 18, 2021, at noon at the high school
 - No further discussion on this item.
 - Summaries from the committee meetings will be presented at the November regular board meeting.

8. Action Items

1. Bus Loading and Drop Off

- A plan was finalized at Bennet Elementary school that will begin bus pickup on the south side of the school building this week.
- Parents and staff will have this information communicated to them by the building principal in the next couple of days.
- No further action was taken on this item.

2. Presentation, discussion, and or official action with regard to the Olson Foundation Project for the construction of certain improvements on the property of the School District and Village for athletic and recreational facilities to benefit the Palmyra, Nebraska Community (Project) to approve the Applications for Payment and billing statements related to the Project, including, but not limited to the cost of the legal services, architectural design and planning, and site preparation costs

Motion to approve the Olson Project expenditures. Passed with a motion by Jaimi Calfee and a second by Brandon Desh.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Clayton Maahs: Yea

- No further discussion on this item.

3. Policy # 1121 Sexual Harassment Policy Second Reading

Motion to Adopt Sexual Harassment Policy Update on second reading Passed with a motion by Brandon Desh and a second by Jaimi Calfee.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Clayton Maahs: Yea

- No further discussion on this topic.

9. Board of Education Development

1. Return to School Update:

- Superintendent Hart discussed a variety of topics relating to possible updates to the "Return to School" plan and the continued effectiveness of school operations during a pandemic.

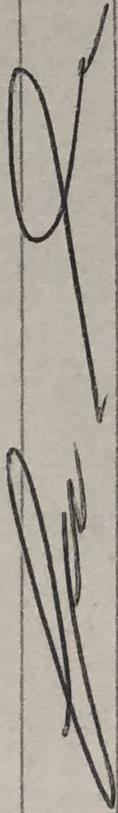
- Discussion included current COVID case numbers (staff and students) and increased community communication.
 - Discussion centered around concern for students and the increased academic learning gaps exacerbated by the pandemic and how to best address these gaps.
 - Discussion also centered around providing data to support student learning and other strategies for sharing concerns to state and local leaders related to the virus.
 - Discussion also centered around finding a balance of protecting our vulnerable populations and problem-solving ways to continue to engage in daily life activities.
2. NASB Delegate Assembly Information
- Discussion centered around selecting a board member as the voting delegate for the group. The board decided on Brandon Desh as its representative and he will participate in the delegate assembly on November 13th.
10. Topics for Next Month's Agenda:
- Superintendent Evaluation Update
 - Strategic Planning
 - Student Membership Count
 - Facility Audit Review
1. Facility Audit Update:
- The facility audit originally scheduled for October 7th was postponed due to illness.
 - The facility audit was rescheduled for Thursday, October 22nd at 2:30 p.m. at Bennet Elementary.
11. Closed Session
12. Adjournment
- The date and time of the next board meeting will be **Monday, November 9th at 7:00 p.m.**
 - The meeting was adjourned at 8:43 p.m. by board president Maahs.

Chairperson

Superintendent

To. Mr. Hart

I Lance Gee resign effective immediately
(9-23-20) from the board of
Education.



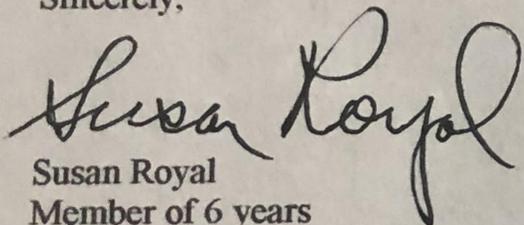
Lance Gee

District OR-1
Palmyra High School
425 F Street
Palmyra, NE 68418

Dear Board of Education and Mr. Hart,

Effective immediately, on this 23rd day of September 2020, please accept my resignation for a seat on the District OR-1 Board of Education.

Sincerely,

A handwritten signature in cursive script that reads "Susan Royal". The signature is written in black ink and is positioned above the printed name.

Susan Royal
Member of 6 years
Palmyra, NE 68418

2020/2021 Palmyra FFA Dates to Remember

**Highlighted events are open for participation by community members/parents*

October 2020

- 7th: Area Land Judging
- 18th - FFA Fun Night/Chapter Meeting @ PHS 4-6 PM
- 28th: State Land Judging @ York
- 27th & 29th - Virtual National FFA Convention

November 2020

- 4th: District Livestock Evaluation - Virtual @ PHS
- 5th: FFA Blood Drive
- 15th: FFA Fun Night & Chapter Meeting @ PHS 4-6 PM

December 2020

- 5th: Pancake Feed @ PHS -To Be Determined - thanks 'Rona :)
- 8th: NE Power Show @ Lancaster Event Center
- 20th: FFA Fun Night & Chapter Meeting @ PHS 4-6 PM

January 2021

- 13th: Chapter Meeting @ PHS 7:30 AM
- 18th: District LDE Contests @ Norris

February 2021

- 1st: State Degree Applications Due
- 21st: FFA Fun Night & Chapter Meeting 4-6 PM
- 21st-27th: FFA Week Activities
- 24th: District Welding & Poultry Contest @ SCC Lincoln

March 2021

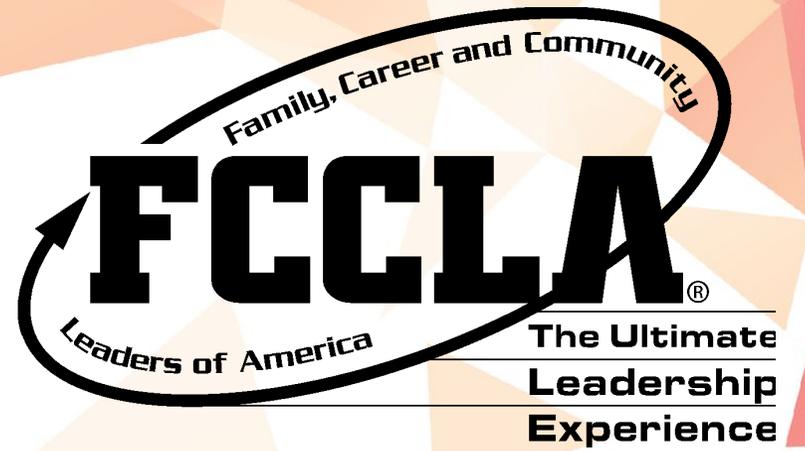
- 2nd: District CDE Contests @ Beatrice
- 10th: FFA Blood Drive @ PHS
- 12-13th: Activate/Leverage Conference @ Kearney
- 17th: Chapter Meeting @ PHS 7:30 AM

April 2021

- 7-9: State FFA Convention @ Lincoln
- 18th: FFA Fun Night & Chapter Meeting 4-6 PM
- 21st: Palmyra FFA Banquet @ PHS

May 2021

- 16th: FFA Community Cookout & Chapter Meeting 4-6 PM
- 20th-21st: COLT Conference @ Aurora



**THE ULTIMATE
LEADERSHIP EXPERIENCE**

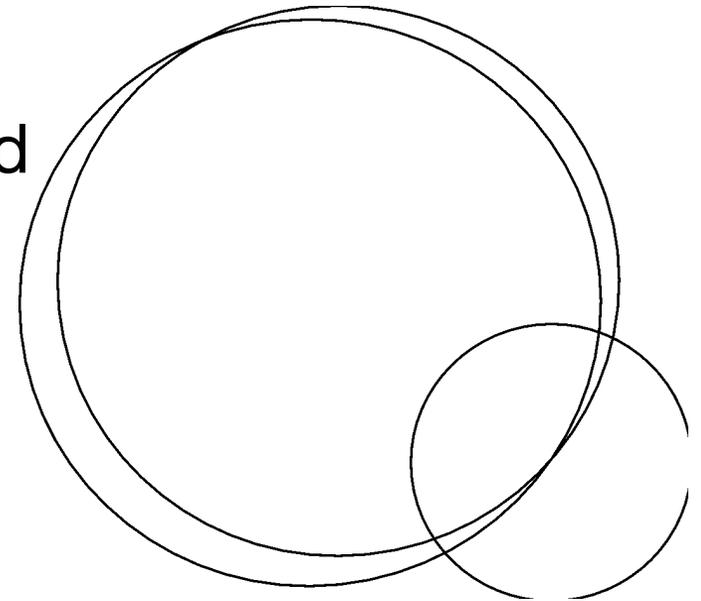
WHAT IS FCCLA?

Family, Career and Community Leaders of America is a nonprofit national Career and Technical Student Organization for young men and women in Family and Consumer Sciences education in public and private school through grade 12.



WHAT HAPPENS?

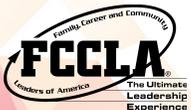
Chapter projects focus on a variety of youth concerns, including family relationships, parenting, teen pregnancy, substance abuse, peer pressure, the environment, nutrition and fitness, teen violence, and career exploration. Involvement in FCCLA offers members the opportunity to expand their leadership potential and develop skills for life-planning, goal setting, problem-solving, decision-making, and interpersonal communication-necessary in the home and workplace.



EMPLOYABILITY SKILLS

FCCLA MEMBERS LEARN EMPLOYABILITY SKILLS BY:

- Developing teamwork, creativity, leadership, responsibility, and time management skills
- Practicing and demonstrating technical skills for FCS-related careers
- Learning directly from industry professionals
- Exploring opportunities to practice and develop these skills



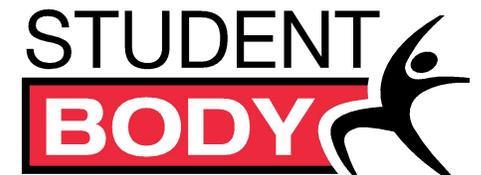


CAREER PATHWAYS

FCCLA most directly supports career pathways in hospitality and tourism, visual arts and design, education and training, and human services careers

NATIONAL PROGRAMS

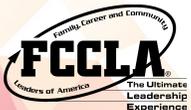
National programs provide FCCLA members opportunities to learn and serve through various topics.



SKILL DEMONSTRATION EVENTS

Skill Demonstration Events provide opportunities for members to demonstrate college- and career-ready skills in Family and Consumer Sciences and related occupations.

- Consumer Math Challenge
- Culinary Food Art
- Culinary Knife Skills
- Culinary Math Challenge
- Early Childhood Challenge
- Education and Training Challenge
- FCCLA Creed Speaking & Interpretation
- FCCLA Knowledge Challenge
- Fashion Construction and Design Challenge
- Fashion Sketch

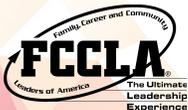


FCCLA/LifeSmarts Knowledge Bowl

The Ultimate Leadership Experience and The Ultimate Consumer Challenge – Combined!

This team competition tests FCCLA members' knowledge in six content areas:

- Personal Finance
- Consumer Rights and Responsibilities (to include Family, Career & Community Studies)
- Technology (to include Fashion & Housing Design)
- Health & Safety (to include Food Science & Nutrition and Early Childhood & Human Development)
- Environment (to include Hospitality, Tourism & Recreation)
- FCCLA Knowledge



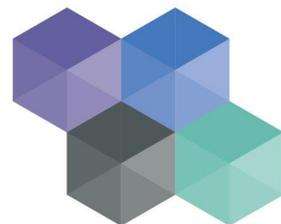
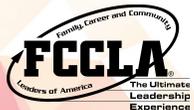
LifeSmarts

Learn it. Live it.



FCCLA/Knowledge Matters Virtual Business Challenges

- These FREE contests are virtual business simulations using a competition version of the Virtual Business Challenge classroom software from Knowledge Matters.
- Two contests areas – Personal Finance and Fashion
- Students compete in two separate competition rounds (Fall and Spring)
- One national championship round (Spring)
- Visit www.knowledgematters.com for more information!



Knowledge
Matters

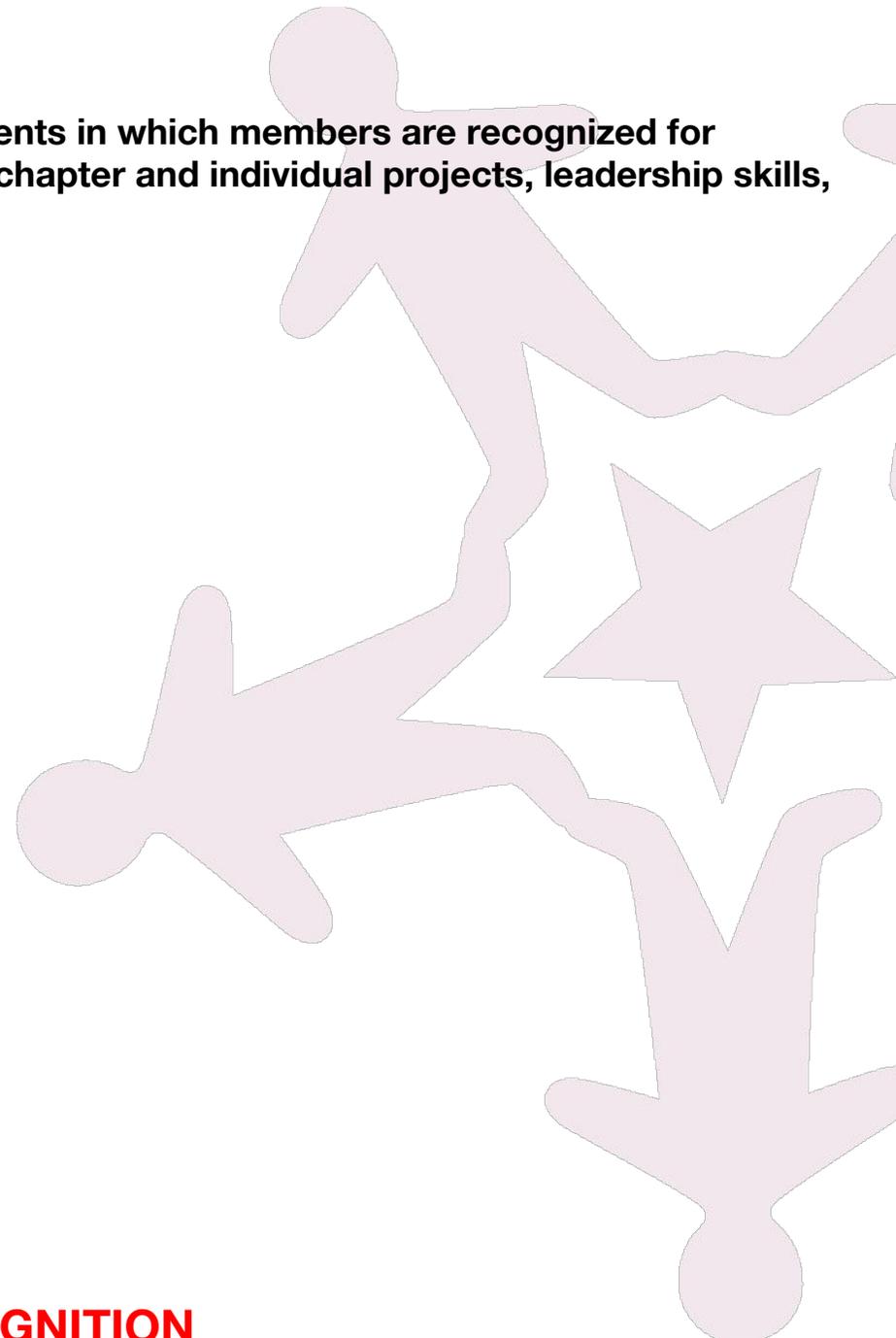
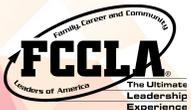




STAR Events are competitive events in which members are recognized for proficiency and achievement in chapter and individual projects, leadership skills, and career preparation.

- Career Investigation
- Chapter in Review Display
- Chapter in Review Portfolio
- Chapter Service Project Display
- Chapter Service Project Portfolio
- Culinary Arts
- Culinary Math Management
- Digital Stories for Change
- Early Childhood Education
- Entrepreneurship
- Event Management
- Fashion Construction
- Fashion Design
- FCCLA Chapter Website
- Focus on Children
- Food Innovations
- Hospitality, Tourism, and Recreation
- Instructional Video Design
- Interior Design

STUDENTS TAKING ACTION WITH RECOGNITION





CONFERENCES AVAILABLE THROUGHOUT THE YEAR
FCCLA NATIONAL CONFERENCES

- Capitol Leadership
- National Fall Conference
- National Leadership Conference

LOCAL AND STATE MEETINGS

[To the adviser: add information about local and state meetings]

GET INVOLVED!

[To the adviser: add information about how to join your chapter, member benefits, cost, contact information, etc.]

Board of Education Regular Meeting

Monday, September 14, 2020 7:00 PM

Media Center at the Palmyra District OR-1 Public Schools

425 F Street

Palmyra, NE 68418

Jaimi Calfee: Present

Doug Church: Present

Brandon Desh: Present

Lance Gee: Present

Clayton Maahs: Present

Susan Royal: Present

1. Call to Order and Pledge of Allegiance

- Budget and Tax Request Hearings were called to order by Board of Education President Maahs.
- Please note: The regular board meeting will begin after the Budget and Tax Request hearings.
- Attendance was taken at 7:00 p.m.
- Pledge of Allegiance was completed.

2. Announcement of the Open Meetings Act Posting

3. Budget Hearing for 2020/2021 District Budget Public Comment and Discussion:

- The hearing was opened at 7:03 P.M.
- Superintendent Hart gave a brief presentation and overview of the budget and tax request for the 2020/2021 school year. The presentation included information on this year's proposed budget and tax requests. The presentation also included a historical overview of levies, state aid, and prior budget information.
- President Maahs afforded the opportunity for public comment.
- No further discussion or public comment was presented at this time.
- The hearing was closed at 7:08 p.m.

4. Tax Request Hearing for 2020/2021

- The hearing was opened at 7:08 p.m.
- President Maahs afforded the opportunity for public comment.
- No further discussion or public comment was presented.
- The hearing was closed at 7:09 p.m.

5. Call to Order of the Regular Board Meeting

- The regular board meeting was called to order at 7:09 p.m. by president Maahs.

6. Consent Agenda

Motion to approve the consent agenda as presented. Passed with a motion by Doug Church and a second by Brandon Desh.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- Discussion was related to clarification of a bill regarding the Tremco warranty. Question was resolved as the bill was a one time expenditure.

6.1. Approval of minutes of previous meetings

- Official Board of Education minutes are available on the district web site at www.districtor1.org

6.2. Approval of Claims/Payment of Bills

6.3. Certificated/Classified Hire(s)/Reassignment(s)/Resignation(s)

6.4. Financial Report

7. Administrative Reports

- Administrative reports are available in their entirety at: <https://meeting.sparqdata.com/Public/Organization/174>
- Some of the topics covered in the reports included: Homecoming, parent /teacher conferences, activities, including overall student participation numbers (7-12), assessment, and remote learning.

7.1. Superintendent's Report

- Discussion centered around items left to complete for the Olson project and various questions regarding the complex.
- Specific questions centered around expected expenditures in the future at the complex and clarification on the future community use of the complex,

7.2. High School Principal

- Mr. Johnson presented the high school report.
- Discussion included homecoming activities to include the homecoming dance and outside activities for students.
- Homecoming festivities will be held outside at the Olson Complex this year.
- Spirit Week at both buildings will still occur in conjunction with homecoming activities.
- Elementary students will not be brought over to the high school for homecoming this year due to the challenges associated with COVID.

7.3. Elementary Principal

- Ms. Walter presented the report for the elementary and thanked parents and staff for all of their hard work so far this year.

- Discussion centered around Accelerated Reading and students being able to take their AR tests at home because of the limited media center hours. Accelerated Reading medals and plaques are being presented to students this week.
- Questions centered around the ACT and MAPS testing and remote learning. Ms. Walter discussed the learning gaps that exist for all learners due to the long school layoff.

7.4. Activities Director Report

- Mr. Johnson and Mr. Hart presented the activities report on behalf of Mr. Hoeft.
- Discussion centered around student activities, student participation numbers by activity at the junior and senior high levels, and clarification about upcoming events and activities.

8. Discussion Items- Committee Reports

8.1. Meeting Dates for the Americanism and Transportation Committees

- **Transportation Committee** (*Gee & Church*)
 - **Upcoming Meeting Dates:**
 - Wednesday, September 23, 2020, at noon at the high school
 - Wednesday, October 21, 2020, at noon at the high school
- **Americanism Committee** (*Gee, Church, Desh*)
 - **Upcoming Meeting Dates:**
 - Thursday, October 1, 2020, at noon at the high school
 - Thursday, February 18, 2021, at noon at the high school
- Discussion centered around adjusting the meeting times to better accommodate committee member schedules.

8.2. Discussion of Updated Superintendent Evaluation Document.

- No further discussion on this topic.

8.3. Olson Foundation Progress Report

- Brandon Desh presented the progress report and an update on the "punch list" for the Olson Complex to include remaining contingencies and "retainage" dollars to ensure quality completion of the project.
- "Punch List" items included:
 - Outlets on the field and field goal posts foundation boxes still need to have water drained.
 - Replace electric receptacles around the dugouts and scoreboard.
 - Adjust doors and locks near the concession stand and mechanical room.
 - Grading and concrete durability around the structure.
- Questions centered around the maintenance of the complex, coordination with other village entities, date of district handover from Nemaha, tree placement and types of trees, the development of a shared usage document, and proactive communication to the board about future complex events.

- Concerns were also addressed regarding concrete issues in the south parking lot, grading and drainage issues, clarification of financial expenditures, training/literature provided by Nemaha about operations and maintenance on the complex, usage of utilities (gas or electric), future district and community use of the facility, and liability coverage.

9. Action Items

9.1. Presentation, discussion and or official action to adopt the 2020-2021 Budget.

Motion to adopt the 2020-2021 Budget. Passed with a motion by Jaimi Calfee and a second by Brandon Desh.

Jaimi Calfee: Nay, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- Discussion centered around the specific numbers contained on the budget document. This information was clarified and approved in alignment with the budget document publicized in the latest issue of the local newspaper. This document is attached below.

9.2. Presentation, discussion and or official action to approve the 2020-2021 Tax Request Resolution.

Motion to approve the 2020-2021 Tax Request Resolution Passed with a motion by Doug Church and a second by Susan Royal.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- No further discussion

9.3. Policy # 1121 Sexual Harassment Policy Update

Motion to Adopt Sexual Harassment Policy Passed with a motion by Susan Royal and a second by Doug Church.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- Discussion centered around the clarification of the number of Title IX coordinators and adding the policy to our existing policies.

9.4. Presentation, discussion and or official action with regard to the Olson Foundation Project for the construction of certain improvements on property of the School District and Village for athletic and recreational facilities to benefit the Palmyra, Nebraska Community (Project) to approve the Applications for Payment and billing statements related to the Project, including, but not limited to the cost of the legal services, architectural design and planning, and site preparation costs

Motion to approve the Olson Project expenditures. Passed with a motion by Doug Church and a second by Susan Royal.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- No further discussion on this item.

9.5. Presentation, Discussion and or Official action appointing the Superintendent as official representative responsible for State and Federal forms and applications.

Motion to have the Superintendent be the official representative for Federal and State forms and applications. Passed with a motion by Brandon Desh and a second by Jaimi Calfee.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- No further discussion on this item.

9.6. Proposal for Teacher Preparation and Response to COVID Events

Motion to approve the proposal for Teacher and Staff Preparation for Remote Learning and COVID Response. Passed with a motion by Doug Church and a second by Brandon Desh.

Jaimi Calfee: Yea, Doug Church: Yea, Brandon Desh: Yea, Lance Gee: Yea, Clayton Maahs: Yea, Susan Royal: Yea

- Discussion centered around the flexibility of these future dates and the type of activities planned for the upcoming dates.

10. Closed Session

11. Board of Education Development

11.1. "Return to School" Update Discussion centered around implementation of procedures for current positive COVID cases, availability of substitutes for drivers and support staff, remote learning, collaboration and communication with local health departments.

11.2. Area Membership Meetings for NASB

- Superintendent Hart will sign up board members for this informative training. Board members will be able to access the information at their discretion at the end of this month.

12. Topics for Next Month's Agenda

- Facility Audit Review
- Bond Refinancing Resolution: Piper Sandler
- Student Membership Count
- "Return to School" Update
- Questions and discussion centered around MAPS data and upcoming assessments.

13. Adjournment

- The meeting was adjourned at 9:06 p.m.

Chairperson

Superintendent

SUPERINTENDENT'S REPORT REGULAR BOARD MEETING

Date: October 12, 2020

TO: Palmyra District OR-1 BOE

From: Michael Hart

Re: BOE meeting notes for October 2020

Next Month's regular meeting is scheduled for Monday, November 9, 2020

A. Consent Agenda Expenditures

General Fund Claims:

- **Ekstrum Auto Tech: \$2,224.26** – Bus Servicing and Maintenance
- **INSPRO: \$27,242.00** – District insurance premiums
- **L.T.R. Inc. \$1,087.00** - Bus Servicing and Maintenance
- **O'Keefe Elevator: \$2,232.60** – Elevator Repair at the high school
- **SAVVAS Learning Company: \$10,922.78** – supplemental curriculum materials for elementary math
- **Skyler Enterprises: \$5,250.00** - Night Custodial Services at both buildings
- **SENCAP: Southeast Community College: \$2,989.00** – Dual Credit Class Expenses

Regular; Processing Month 09/2020; Fund Number 01

Fund: 01 GENERAL FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 1100	LOCAL PROPERTY TAXES	5,018,990.00	797,270.76	797,270.76	15.89	4,221,719.24
01 1116	CARLINE TAX	0.00	0.00	0.00	0.00	0.00
01 1120	In-Lieu 1957 Levy Tax	0.00	0.00	0.00	0.00	0.00
01 1125	MOTOR VEHICLE TAXES	283,952.00	36,309.15	36,309.15	12.79	247,642.85
01 1140	Interest Levied Tax	0.00	0.00	0.00	0.00	0.00
01 1190	OTHER TAXES	0.00	0.00	0.00	0.00	0.00
01 1312	SUMMER SCHOOL TUITION	10,000.00	0.00	0.00	0.00	10,000.00
01 1312 1001	DRIVERS EDUCATION - SUMMER FEES	0.00	0.00	0.00	0.00	0.00
01 1316	TUITION FROM DISTRICTS - SENCAP	0.00	50.00	50.00	0.00	(50.00)
01 1370	PRESCHOOL TUITION & FEES	10,000.00	2,700.00	2,700.00	27.00	7,300.00
01 1421	TRANSPORTATION OTHER DISTRICTS	0.00	0.00	0.00	0.00	0.00
01 1510	INTEREST ON INVESTMENTS	0.00	97.35	97.35	0.00	(97.35)
01 1800	REC PROGRAM - COMMUNITY SERVICES	25,000.00	710.30	710.30	2.84	24,289.70
01 1910	RENTAL OF SCHOOL FACILITY	200.00	80.00	80.00	40.00	120.00
01 1911	LOCAL LICENSE FEES	0.00	0.00	0.00	0.00	0.00
01 1920	EDUCATION QUEST FOUNDATION	0.00	0.00	0.00	0.00	0.00
01 1990	OTHER LOCAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: LOCAL RECIEPTS		5,348,142.00	837,217.66	837,217.66	15.65	4,510,924.44
01 2110	COUNTY FINES & LICENSE FEES	20,000.00	2,377.94	2,377.94	11.89	17,622.06
01 2130	OTHER COUNTY RECEIPTS	0.00	0.00	0.00	0.00	0.00
01 2150 0002	SAFETY & SECURITY	0.00	0.00	0.00	0.00	0.00
01 2210	ESU RECEIPTS	5,000.00	0.00	0.00	0.00	5,000.00
Subtotal: COUNTY AND ESU RECEIPTS		25,000.00	2,377.94	2,377.94	9.51	22,622.06
01 3110	STATE AID	1,303,507.00	135,159.00	135,159.00	10.37	1,168,348.00
01 3120	SPED SCHOOL AGE	200,000.00	0.00	0.00	0.00	200,000.00
01 3126	SPED TRANSPORTATION	1,500.00	0.00	0.00	0.00	1,500.00
01 3130	HOMESTEAD EXEMPTION	20,000.00	0.00	0.00	0.00	20,000.00
01 3131	PROPERTY TAX CREDIT	0.00	0.00	0.00	0.00	0.00
01 3132	Personal Property Tax Credit	0.00	0.00	0.00	0.00	0.00
01 3180	PRO-RATE MOTOR VEHICLE	7,000.00	0.00	0.00	0.00	7,000.00
01 3400	STATE APPORTIONMENT	52,000.00	0.00	0.00	0.00	52,000.00
01 3500	QUALITY ED INCENTIVE GRANT	0.00	0.00	0.00	0.00	0.00
01 3512	DISTANCE EDUCATON INCENTIVE PAYMENTS	0.00	0.00	0.00	0.00	0.00
01 3535	PAYMENTS FOR HIGH ABILITY LEARNERS	3,500.00	0.00	0.00	0.00	3,500.00
01 3540	STATE EARLY CHILDHOOD	60,000.00	42,348.00	42,348.00	70.58	17,652.00
01 3670	TEACHER DEVELOPMENT GRANT	0.00	0.00	0.00	0.00	0.00
01 3675	NEBRASKA INNOVATION GRANT PROGRAM	0.00	0.00	0.00	0.00	0.00
01 3800	REVENUE IN LIEU OF SCHOOL LAND TAX	0.00	0.00	0.00	0.00	0.00
01 3990	OTHER STATE RECEIPTS	25,000.00	0.00	0.00	0.00	25,000.00
Subtotal: STATE RECEIPTS		1,672,507.00	177,507.00	177,507.00	10.61	1,495,000.00
01 4300	RESTRICTED GRANTS-IN-AID FROM FED GOV	5,000.00	0.00	0.00	0.00	5,000.00
01 4310	REAP	35,000.00	0.00	0.00	0.00	35,000.00
01 4500	GRANTS FROM THE FED GOV THROUGH STATE	0.00	0.00	0.00	0.00	0.00
01 4505	TITLE 1 PART A - CARRY OVER	0.00	0.00	0.00	0.00	0.00
01 4508	TITLE 1 PART A - CURRENT YEAR	32,000.00	0.00	0.00	0.00	32,000.00
01 4507	TITLE 1 SCHOOL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00
01 4509	Title II, Part A ESSA Princ & Teach	0.00	0.00	0.00	0.00	0.00
01 4511	TITLE V, REAP RURAL LOW INCOME SCH GRANT	0.00	0.00	0.00	0.00	0.00
01 4512	IDEA PART B BASE ALLOCATIONS	0.00	0.00	0.00	0.00	0.00
01 4516	IDEA PRESCHOOL BASE/IDEA ENROL POVERTY	0.00	0.00	0.00	0.00	0.00
01 4519	IDEA ENROLLMENT/POVERTY	85,000.00	0.00	0.00	0.00	85,000.00

Regular; Processing Month 09/2020; Fund Number 01

Fund: 01 GENERAL FUND

Account Number	Description	Revised Budget	During Month	To Date	% of Budget	Budget Balance
01 4521	IDEA PART B PROPORTIONATE	0.00	0.00	0.00	0.00	0.00
01 4524	OTHER FEDERAL NON-CATEGORICAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
01 4525	FEDERAL VOCATIONAL & APPLIED TECH EDUC	0.00	0.00	0.00	0.00	0.00
01 4560	Ed Jobs	0.00	0.00	0.00	0.00	0.00
01 4599	Fed State Fiscal Stabilization ARRA	0.00	0.00	0.00	0.00	0.00
01 4810	ARRA: Idea Part B Enrollment /Pover	0.00	0.00	0.00	0.00	0.00
01 4830	ARRA Idea	0.00	0.00	0.00	0.00	0.00
01 4708	MEDICAID REIMBURSEMENT SPED	7,500.00	0.00	0.00	0.00	7,500.00
01 4709	MEDICAID ADMIN ACTIVITIES (MAAPS)	5,500.00	0.00	0.00	0.00	5,500.00
01 4750	School to Work	0.00	0.00	0.00	0.00	0.00
01 4810	ARRA TITLE 1	0.00	0.00	0.00	0.00	0.00
01 4900	OTHER FEDERAL RECEIPTS	0.00	0.00	0.00	0.00	0.00
01 4965	Goals 2000	0.00	0.00	0.00	0.00	0.00
01 4967	TITLE IV, PART A SSAE GRANT	0.00	0.00	0.00	0.00	0.00
01 4985	NCLB Title II Part D (Technology)	0.00	0.00	0.00	0.00	0.00
01 4994	SCIP	0.00	0.00	0.00	0.00	0.00
Subtotal: FEDERAL RECEIPTS		170,000.00	0.00	0.00	0.00	170,000.00
01 5200	FUND TRANSFERS	0.00	0.00	0.00	0.00	0.00
01 5300	SALE OF ASSETS	0.00	0.00	0.00	0.00	0.00
01 5301	INSURANCE ADJUSTMENTS	0.00	0.00	0.00	0.00	0.00
01 5400	LOAN PROCEEDS	0.00	0.00	0.00	0.00	0.00
01 5610	Art Class Receipts	0.00	0.00	0.00	0.00	0.00
01 5620	Industrial Arts Receipts	0.00	0.00	0.00	0.00	0.00
01 5690	OTHER NON-REVENUE RECEIPTS	1,000.00	0.00	0.00	0.00	1,000.00
Subtotal: NON-REVENUE RECEIPTS		1,000.00	0.00	0.00	0.00	1,000.00
01 9000	NON-PROGRAMMED RECEIPTS	0.00	0.00	0.00	0.00	0.00
Subtotal: NON-PROGRAM RECEIPTS		0.00	0.00	0.00	0.00	0.00
Fund Total:		7,216,549.00	1,017,102.50	1,017,102.50	14.09	6,199,546.50

Revenue Summary Report
Processing Month: 09/2020
Regular; Processing Month 09/2020; Fund Number 01

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	7,216,648.00	1,017,102.50	1,017,102.50	14.09	6,199,546.50

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 01 GENERAL FUND				
<u>Current Assets</u>				
01 101	CASH IN BANK	2,315,778.75	290,387.18	2,606,165.93
01 900	Cash County Treasurer	775,981.37	0.00	775,981.37
	Current Assets Subtotal:	<u>3,091,760.12</u>	<u>290,387.18</u>	<u>3,382,147.30</u>
<u>Other Assets</u>				
01 390	Budgeted Revenue	0.00	7,216,649.00	7,216,649.00
01 392	Less: Revenue Received	0.00	(1,017,102.50)	(1,017,102.50)
	Other Assets Subtotal:	<u>0.00</u>	<u>6,199,546.50</u>	<u>6,199,546.50</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>3,091,760.12</u></u>	<u><u>6,489,933.68</u></u>	<u><u>9,581,693.80</u></u>
<u>Current Liabilities</u>				
01 450	PAYROLL DEDUCTION PAYABLE	1,037.51	0.00	1,037.51
01 451	FICA PAYABLE	0.00	0.00	0.00
01 452	FIT PAYABLE	0.00	0.00	0.00
01 453	INSURANCE PAYABLE	1,147.92	173.25	1,321.17
01 454	RETIREMENT PAYABLE	33.78	0.00	33.78
01 455	SIT PAYABLE	0.00	0.00	0.00
	Current Liabilities Subtotal:	<u>2,219.21</u>	<u>173.25</u>	<u>2,392.46</u>
<u>Other Liabilities</u>				
01 690	Budgeted Expenditures	0.00	7,796,694.52	7,796,694.52
01 692	Less: Expenditures to Date	0.00	(726,888.57)	(726,888.57)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>7,069,805.95</u>	<u>7,069,805.95</u>
<u>Fund Balance</u>				
01 704	Fund Balance - Regular Unspent	3,089,540.91	0.00	3,089,540.91
01 705	Budgeted Fund Balance	0.00	(580,045.52)	(580,045.52)
	Fund Balance Subtotal:	<u>3,089,540.91</u>	<u>(580,045.52)</u>	<u>2,509,495.39</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>3,091,760.12</u></u>	<u><u>6,489,933.68</u></u>	<u><u>9,581,693.80</u></u>

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 02 Depreciation				
<u>Current Assets</u>				
02 101	CASH	277,930.32	(31,043.17)	246,887.15
	Current Assets Subtotal:	<u>277,930.32</u>	<u>(31,043.17)</u>	<u>246,887.15</u>
<u>Other Assets</u>				
02 392	LESS: REVENUE RECEIVED	0.00	(90.79)	(90.79)
	Other Assets Subtotal:	<u>0.00</u>	<u>(90.79)</u>	<u>(90.79)</u>
	Total Assets and Deferred Outflows of Resources:	<u><u>277,930.32</u></u>	<u><u>(31,133.96)</u></u>	<u><u>246,796.36</u></u>
<u>Other Liabilities</u>				
02 692	LESS: EXPENDITURES TO DATE	0.00	(31,133.96)	(31,133.96)
	Other Liabilities Subtotal:	<u>0.00</u>	<u>(31,133.96)</u>	<u>(31,133.96)</u>
<u>Fund Balance</u>				
02 704	FUND BALANCE	277,930.32	0.00	277,930.32
	Fund Balance Subtotal:	<u>277,930.32</u>	<u>0.00</u>	<u>277,930.32</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u><u>277,930.32</u></u>	<u><u>(31,133.96)</u></u>	<u><u>246,796.36</u></u>

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 03 Unemployment				
<u>Current Assets</u>				
03 101	CASH	18,997.43	15.24	19,012.67
03 106	SAVINGS CERTIFICATES	20,000.00	0.00	20,000.00
	Current Assets Subtotal:	<u>38,997.43</u>	<u>15.24</u>	<u>39,012.67</u>
<u>Other Assets</u>				
03 392	LESS: REVENUE RECEIVED	0.00	(15.24)	(15.24)
	Other Assets Subtotal:	<u>0.00</u>	<u>(15.24)</u>	<u>(15.24)</u>
Total Assets and Deferred Outflows of Resources:		<u>38,997.43</u>	<u>0.00</u>	<u>38,997.43</u>
<u>Fund Balance</u>				
03 704	FUND BALANCE	38,997.43	0.00	38,997.43
	Fund Balance Subtotal:	<u>38,997.43</u>	<u>0.00</u>	<u>38,997.43</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>38,997.43</u>	<u>0.00</u>	<u>38,997.43</u>

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 05	Activity Fund			
<u>Current Assets</u>				
05 101	CASH	160,460.22	(9,060.49)	151,399.73
	Current Assets Subtotal:	<u>160,460.22</u>	<u>(9,060.49)</u>	<u>151,399.73</u>
<u>Other Assets</u>				
05 392	LESS: REVENUE RECEIVED	0.00	(26,402.87)	(26,402.87)
	Other Assets Subtotal:	<u>0.00</u>	<u>(26,402.87)</u>	<u>(26,402.87)</u>
<u>Total Assets and Deferred Outflows of Resources:</u>		<u>160,460.22</u>	<u>(35,463.36)</u>	<u>124,996.86</u>

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 06 Hot Lunch				
<u>Current Assets</u>				
06 101	CASH	83,229.77	(29,058.06)	54,171.71
	Current Assets Subtotal:	83,229.77	(29,058.06)	54,171.71
<u>Other Assets</u>				
06 392	LESS: REVENUE RECEIVED	0.00	(8,573.02)	(8,573.02)
	Other Assets Subtotal:	0.00	(8,573.02)	(8,573.02)
Total Assets and Deferred Outflows of Resources:		83,229.77	(37,631.08)	45,598.69
<u>Other Liabilities</u>				
06 692	LESS: EXPENDITURES TO DATE	0.00	(37,631.08)	(37,631.08)
	Other Liabilities Subtotal:	0.00	(37,631.08)	(37,631.08)
<u>Fund Balance</u>				
06 704	FUND BALANCE	83,229.77	0.00	83,229.77
	Fund Balance Subtotal:	83,229.77	0.00	83,229.77
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		83,229.77	(37,631.08)	45,598.69

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 07 Bond				
<u>Current Assets</u>				
07 101	CASH	377,037.29	104,436.38	481,473.67
07 900	Cash County Treasurer	197,489.39	0.00	197,489.39
	Current Assets Subtotal:	<u>574,526.68</u>	<u>104,436.38</u>	<u>678,963.06</u>
<u>Other Assets</u>				
07 392	LESS: REVENUE RECEIVED	0.00	(104,436.38)	(104,436.38)
	Other Assets Subtotal:	<u>0.00</u>	<u>(104,436.38)</u>	<u>(104,436.38)</u>
Total Assets and Deferred Outflows of Resources:		<u>574,526.68</u>	<u>0.00</u>	<u>574,526.68</u>
<u>Fund Balance</u>				
07 704	FUND BALANCE	574,526.68	0.00	574,526.68
	Fund Balance Subtotal:	<u>574,526.68</u>	<u>0.00</u>	<u>574,526.68</u>
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		<u>574,526.68</u>	<u>0.00</u>	<u>574,526.68</u>

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 08 Special Building Fund				
<u>Current Assets</u>				
08 101	CASH	557,694.62	51,658.94	609,353.56
08 106	SAVINGS CERTIFICATES	50,000.00	0.00	50,000.00
08 900	Cash County Treasurer	86,588.38	0.00	86,588.38
	Current Assets Subtotal:	694,283.00	51,658.94	745,941.94
<u>Other Assets</u>				
08 392	LESS: REVENUE RECEIVED	0.00	(51,658.94)	(51,658.94)
	Other Assets Subtotal:	0.00	(51,658.94)	(51,658.94)
	Total Assets and Deferred Outflows of Resources:	694,283.00	0.00	694,283.00
<u>Fund Balance</u>				
08 704	FUND BALANCE	694,283.00	0.00	694,283.00
	Fund Balance Subtotal:	694,283.00	0.00	694,283.00
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	694,283.00	0.00	694,283.00

Monthly; Processing Month 09/2020; Accounts to Include Accounts with Activity

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 09 Qualified Capital Purpose Fund				
<u>Current Assets</u>				
09 101	CASH	103,768.80	27,017.63	130,786.43
	Current Assets Subtotal:	<u>103,768.80</u>	<u>27,017.63</u>	<u>130,786.43</u>
<u>Other Assets</u>				
09 392	LESS: REVENUE RECEIVED	(138,701.39)	(27,017.63)	(165,719.02)
	Other Assets Subtotal:	<u>(138,701.39)</u>	<u>(27,017.63)</u>	<u>(165,719.02)</u>
	Total Assets and Deferred Outflows of Resources:	<u>(34,932.59)</u>	<u>0.00</u>	<u>(34,932.59)</u>
<u>Other Liabilities</u>				
09 692	LESS: EXPENDITURES TO DATE	(673,156.92)	0.00	(673,156.92)
	Other Liabilities Subtotal:	<u>(673,156.92)</u>	<u>0.00</u>	<u>(673,156.92)</u>
<u>Fund Balance</u>				
09 704	FUND BALANCE	638,224.33	0.00	638,224.33
	Fund Balance Subtotal:	<u>638,224.33</u>	<u>0.00</u>	<u>638,224.33</u>
	Total Liabilities, Deferred Inflows of Resources, and Fund Equity:	<u>(34,932.59)</u>	<u>0.00</u>	<u>(34,932.59)</u>

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Posted - All; Check Date 10/12/2020; Fund Number 01

User ID: KFH

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
Checking Account ID	1	Fund Number 01	GENERAL FUND	
	102020	ABC TERMITE & PEST CONTROL	10/12/2020	520.00
	RENEWAL			
01 2610 431 003		Elem Upkeep of Building		520.00
	102020 RENEWAL	ABC TERMITE & PEST CONTROL	10/12/2020	280.00
	2			
01 2610 431 001		HS Upkeep of Building		280.00
Total		ABC TERMITE & PEST CONTROL		800.00
	27884165	Access Systems Leasing	10/12/2020	2,329.90
01 1100 440 001		HS Copier Lease		1,164.95
01 1100 440 003		Elem Copier Lease		1,164.95
Total		Access Systems Leasing		2,329.90
	INV922036	Access Systems	10/12/2020	108.99
01 1100 610 003		Elem General Supplies		108.99
Total		Access Systems		108.99
	2020 OXBOW	ASHLAND - GREENWOOD HIGH SCHOOL	10/12/2020	100.00
01 2900 610 001 0 003		Music		100.00
Total		ASHLAND - GREENWOOD HIGH SCHOOL		100.00
	113032673	CALFEE, TODD	10/12/2020	14.84
01 2710 890 000		Bus Misc. Expenses		14.84
	114094891	CALFEE, TODD	10/12/2020	60.90
01 2710 890 000		Bus Misc. Expenses		60.90
Total		CALFEE, TODD		75.74
	13893	CAPITOL CITY ELECTRIC, INC	10/12/2020	147.44
01 2620 431 001		HS Repairs & Maintenance		147.44
Total		CAPITOL CITY ELECTRIC, INC		147.44
	DN046 - 9/24/2020	CASEY'S BUSINESS MASTERCARD	10/12/2020	3,925.28
01 2650 626 000		Vehicle Gasoline		415.39
01 2710 626 000		Bus Gas and Oil		3,509.89
Total		CASEY'S BUSINESS MASTERCARD		3,925.28
	09012020 REC REIMB	CHAMBERS, CODY & JAMIE	10/12/2020	885.26
01 3300 890 003		Rec Program Misc. Expenses		885.26
Total		CHAMBERS, CODY & JAMIE		885.26
	1234930	DAS State ACCTG-Central Finance	10/12/2020	232.49
01 2224 530 000		Internet Service		232.49
Total		DAS State ACCTG-Central Finance		232.49
	7962	DIVERSIFIED DRUG TESTING LLC	10/12/2020	290.00
01 1100 320 001		HS Services/Assessments		290.00
Total		DIVERSIFIED DRUG TESTING LLC		290.00
	092020 - 660501	EDUCATIONAL SERVICE UNIT #4	10/12/2020	4,627.08
01 6408 591 000		EARLY CHILDHOOD SERVICES ESU/DISTRICT		333.25
01 1291 591 003		Sped Director ages 3-5 Elem		166.62

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Posted - All; Check Date 10/12/2020; Fund Number 01

User ID: KFH

PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 6408 591 000		EARLY CHILDHOOD SERVICES ESU/DISTRICT		55.56
01 6406 591 003		AD/ECH SERVICES FROM ESU/DISTRICT		55.57
01 6408 591 000		EARLY CHILDHOOD SERVICES ESU/DISTRICT		91.67
01 6406 591 003		AD/ECH SERVICES FROM ESU/DISTRICT		91.66
01 1200 591 003		ELEM SPED DIRECTOR		1,499.63
01 1200 591 001		HS SPED DIRECTOR		1,333.00
01 2151 591 001		HS AUDIOLOGY SERVICE FROM ESU/DISTRICT		500.06
01 2151 591 003		ELEM AUDIOLOGY SERVICES ESU/DISTRICT		500.06
Total	EDUCATIONAL SERVICE UNIT #4			<u>4,627.08</u>
	1873	EDUCATIONAL SERVICE UNIT #5	10/12/2020	11,051.82
01 1100 591 001		HS Purchased Service ESU/District		5,525.91
01 1100 591 003		Elem Purchased Service ESU/District		5,525.91
Total	EDUCATIONAL SERVICE UNIT #5			<u>11,051.82</u>
	14231	EDUCATIONAL SERVICE UNIT #6	10/12/2020	398.36
01 2224 530 000		Internet Service		398.36
Total	EDUCATIONAL SERVICE UNIT #6			<u>398.36</u>
	325278A	EGAN SUPPLY CO	10/12/2020	33.12
01 2610 610 001		HS Custodian Supplies		33.12
Total	EGAN SUPPLY CO			<u>33.12</u>
	16196	EKSTRUM AUTO TECH INC.	10/12/2020	337.56
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		337.56
	16197	EKSTRUM AUTO TECH INC.	10/12/2020	68.00
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		68.00
	16203	EKSTRUM AUTO TECH INC.	10/12/2020	486.70
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		486.70
	16207	EKSTRUM AUTO TECH INC.	10/12/2020	236.00
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		236.00
	16208	EKSTRUM AUTO TECH INC.	10/12/2020	234.50
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		234.50
	16210	EKSTRUM AUTO TECH INC.	10/12/2020	49.00
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		49.00
	16213	EKSTRUM AUTO TECH INC.	10/12/2020	365.00
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		365.00
	16218	EKSTRUM AUTO TECH INC.	10/12/2020	447.50
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		447.50
Total	EKSTRUM AUTO TECH INC.			<u>2,224.26</u>
	LN053652	ELECTRONIC CONTRACTING COMPANY	10/12/2020	360.00
01 2620 431 001		HS Repairs & Maintenance		360.00
Total	ELECTRONIC CONTRACTING COMPANY			<u>360.00</u>

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Account Number		Detail Description		
	SEPT 2020 PAYFLEX	FIRST CONCORD BENEFITS	10/12/2020	125.00
01 2510 890 000		Superintendent Secretary Misc. Expenses		125.00
Total	FIRST CONCORD BENEFITS			125.00
01 2620 431 001	29559	HAMILTON SERVICE CO HS Repairs & Maintenance	10/12/2020	95.00
01 2620 431 001	29576	HAMILTON SERVICE CO HS Repairs & Maintenance	10/12/2020	213.75
01 2620 431 001	29600	HAMILTON SERVICE CO HS Repairs & Maintenance	10/12/2020	736.25
01 2620 431 001	29740	HAMILTON SERVICE CO HS Repairs & Maintenance	10/12/2020	290.00
01 2620 431 001	29838	HAMILTON SERVICE CO Elem Repairs & Maintenance	10/12/2020	308.75
01 2620 431 003				308.75
Total	HAMILTON SERVICE CO			1,643.75
01 6996 610 003	575064738	HOME DEPOT PRO, THE COVID19 ELEM GENERAL SUPPLIES	10/12/2020	430.80
01 6996 610 003	575828074	HOME DEPOT PRO, THE COVID19 ELEM GENERAL SUPPLIES	10/12/2020	271.44
Total	HOME DEPOT PRO, THE			702.24
01 2610 520 001	670281	INSPRO INC. HS Building Insurance	10/12/2020	8,749.50
01 2610 520 003		Elem Building Insurance		8,749.50
01 2310 520 000	670287	INSPRO INC. BOE Insurance	10/12/2020	425.00
01 2310 520 000	670288	INSPRO INC. BOE Insurance	10/12/2020	696.00
01 2310 520 000	670289	INSPRO INC. BOE Insurance	10/12/2020	1,130.00
01 2310 520 000	670291	INSPRO INC. BOE Insurance	10/12/2020	720.00
01 2310 520 000	670292	INSPRO INC. BOE Insurance	10/12/2020	1,152.00
01 2310 520 000	670293	INSPRO INC. BOE Insurance	10/12/2020	6,056.00
01 2310 520 000	670294	INSPRO INC. BOE Insurance	10/12/2020	202.00
01 2310 520 000	670295	INSPRO INC. Vehicle Insurance	10/12/2020	3,362.00
01 2650 520 000		Sped Bus Insurance		600.00
01 2712 520 000		Bus Insurance		1,081.00
01 2710 520 000				1,681.00
Total	INSPRO INC.			27,242.00
01 1100 610 001 2 103	132348 - DISTRICTOR1	J.W. PEPPER & SON INC. HS VOCAL SUPPLIES	10/12/2020	6.74
Total	J.W. PEPPER & SON INC.			6.74
01 2620 431 003	365841	JOHN HENRY'S PLUMBING-HEATING-AIR Elem Repairs & Maintenance	10/12/2020	411.13

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
Total	JOHN HENRY'S PLUMBING-HEATING-AIR			411.13
	09012020 REC REIMB	JOHNSON, SQUIRE & LISA	10/12/2020	1,931.04
01 3300 890 003		Rec Program Misc. Expenses		1,931.04
Total	JOHNSON, SQUIRE & LISA			1,931.04
	523002	JUNIOR LIBRARY GUILD	10/12/2020	1,173.20
01 2220 640 001		HS Library Books/Periodicals		1,173.20
Total	JUNIOR LIBRARY GUILD			1,173.20
	SEPT2020 MILEAGE	Knutson, Denise	10/12/2020	103.50
01 1100 333 003		Elem Mileage		103.50
Total	Knutson, Denise			103.50
	INV545652	KURITA AMERICA INC	10/12/2020	340.00
01 2610 431 003		Elem Upkeep of Building		340.00
Total	KURITA AMERICA INC			340.00
	100280	L.T.R., INC.	10/12/2020	395.00
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		395.00
	100282	L.T.R., INC.	10/12/2020	349.50
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		349.50
	100285	L.T.R., INC.	10/12/2020	342.50
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		342.50
Total	L.T.R., INC.			1,087.00
	2685650920	LAKESHORE LEARNING MATERIALS	10/12/2020	904.87
01 1100 610 003		Elem General Supplies		904.87
Total	LAKESHORE LEARNING MATERIALS			904.87
	INV92976	LEARNING WITHOUT TEARS	10/12/2020	680.00
01 2161 330 003		Sped Occupational Therapy Prof. Developm		680.00
Total	LEARNING WITHOUT TEARS			680.00
	092020 SUPPLIES	LEMMER, ANDREA	10/12/2020	11.98
01 1100 610 001		HS General Supplies		11.98
	7833	LEMMER, ANDREA	10/12/2020	47.12
01 1100 610 001		HS General Supplies		47.12
Total	LEMMER, ANDREA			59.10
	22313377	MATHESON-TRI-GAS INC	10/12/2020	243.48
01 1100 610 001		HS General Supplies		243.48
	51693299	MATHESON-TRI-GAS INC	10/12/2020	39.35
01 1100 610 001		HS General Supplies		39.35
Total	MATHESON-TRI-GAS INC			282.83
	45498	MENARDS	10/12/2020	321.42
01 2610 610 001		HS Custodian Supplies		321.42

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Account Number		Detail Description		Amount
01 2610 610 001	45533 - RETURN	MENARDS HS Custodian Supplies	10/12/2020	(34.43)
01 2610 610 001	45848	MENARDS HS Custodian Supplies	10/12/2020	311.32
01 2610 610 001	46127	MENARDS HS Custodian Supplies	10/12/2020	49.10
01 2610 610 001	46246	MENARDS HS Custodian Supplies	10/12/2020	291.50
01 2610 610 003	46551	MENARDS Elem Custodian Supplies	10/12/2020	117.90
01 2610 610 001	46878	MENARDS HS Custodian Supplies	10/12/2020	214.33
Total MENARDS				<u>1,271.14</u>
01 1200 735 003	INV-1027396	N2Y, LLC Sped Elem Computer Software	10/12/2020	99.00
Total N2Y, LLC				<u>99.00</u>
01 1100 735 001	10243270	NCS PEARSON, INC HS Technology Software	10/12/2020	1,175.01
01 1100 735 001	9946626	NCS PEARSON, INC HS Technology Software	10/12/2020	1,339.00
Total NCS PEARSON, INC				<u>2,514.01</u>
01 2710 890 000	57-8012	NE SAFETY CENTER @ UNK Bus Misc. Expenses	10/12/2020	425.00
01 2710 890 000	57-8152	NE SAFETY CENTER @ UNK Bus Misc. Expenses	10/12/2020	100.00
Total NE SAFETY CENTER @ UNK				<u>525.00</u>
01 2610 621 001	1546-1 0807-09082020	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	76.18
01 2610 621 003	3273-0 0807-09082020	NEBRASKA CITY UTILITIES Elem Utilities	10/12/2020	5,148.78
01 2610 621 001	3321-7 0807-09082020	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	7,749.00
01 2610 621 001	39368-6 0807-090820	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	27.00
01 2610 621 001	43577-6 0807-090820	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	23.00
01 2610 621 001	43679-0 0807-090820	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	38.10
01 2610 621 001	44277-2 0807-090820	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	67.40
01 2610 621 001	44718-5 0807-090820	NEBRASKA CITY UTILITIES HS Utilities	10/12/2020	67.40
01 2610 621 001		HS Utilities		469.14
Total NEBRASKA CITY UTILITIES				<u>13,598.60</u>

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Account Number		Detail Description		Amount
	2020/21 HS DUES	NEBRASKA COUNCIL OF SCHOOL ADMIN.	10/12/2020	335.00
01 2410 810 001		HS Principal Dues and Fees		335.00
Total		NEBRASKA COUNCIL OF SCHOOL ADMIN.		335.00
	0163000-IN	NEBRASKA/CENTRAL EQUIPMENT, INC.	10/12/2020	1,316.47
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		1,316.47
Total		NEBRASKA/CENTRAL EQUIPMENT, INC.		1,316.47
	00519947	O'KEEFE ELEVATOR CO, INC	10/12/2020	232.62
01 2620 431 001		HS Repairs & Maintenance		232.62
	01416378	O'KEEFE ELEVATOR CO, INC	10/12/2020	1,437.50
01 2620 431 001		HS Repairs & Maintenance		1,437.50
	01416556	O'KEEFE ELEVATOR CO, INC	10/12/2020	562.48
01 2620 431 001		HS Repairs & Maintenance		562.48
Total		O'KEEFE ELEVATOR CO, INC		2,232.60
	SEPT 2020 PT JO	O'Neil, Jan	10/12/2020	5,263.21
01 6408 320 000		IDEA Part B Birth-4 Pre-diagnosis		908.58
01 6408 320 003		IDEA Preschool Professional Service		500.65
01 2171 320 003		Physical Therapy Elem Contracted Service		3,472.35
01 2171 320 001		Physical Therapy HS Contracted Service		381.63
Total		O'Neil, Jan		5,263.21
	1502-20200930	ONE SOURCE THE BACKGROUND CHECK COMPANY	10/12/2020	157.00
01 2310 890 000		BOE Misc. Expenses		157.00
Total		ONE SOURCE THE BACKGROUND CHECK COMPANY		157.00
	SEPT2020 ACT REIM	PALMYRA ACTIVITY FUND	10/12/2020	85.79
01 1100 810 001		HS General Supplies		85.79
Total		PALMYRA ACTIVITY FUND		85.79
	3312164350	PITNEY BOWS GLOBAL FINANCIAL SERVICES LL	10/12/2020	162.66
01 2510 440 000		Superintendent Copier/Mail Lease		162.66
Total		PITNEY BOWS GLOBAL FINANCIAL SERVICES LL		162.66
	8322364	QUILL	10/12/2020	186.20
01 2410 610 003		Elem Principal Supplies		186.20
Total		QUILL		186.20
	PHS - 9/25/2020	RECYCLING ENTERPRISES OF NE, INC.	10/12/2020	90.00
01 2610 431 001		HS Upkeep of Building		90.00
Total		RECYCLING ENTERPRISES OF NE, INC.		90.00
	7027295409	SAVVAS LEARNING COMPANY LLC	10/12/2020	10,922.78
01 1100 640 003		Elem Textbooks		10,922.78
Total		SAVVAS LEARNING COMPANY LLC		10,922.78
	208125747557	SCHOOL SPECIALTY	10/12/2020	11.10
01 2410 610 003		Elem Principal Supplies		11.10
	208125857210	SCHOOL SPECIALTY	10/12/2020	124.98

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Account Number		Detail Description		Amount
01 1100 610 003 1 301		ELEM ART SUPPLIES		124.98
	208125895587	SCHOOL SPECIALTY	10/12/2020	156.50
01 1100 610 003 1 301		ELEM ART SUPPLIES		156.50
	208126030461	SCHOOL SPECIALTY	10/12/2020	49.08
01 1100 610 003		Elem General Supplies		49.08
	208126146920	SCHOOL SPECIALTY	10/12/2020	19.10
01 1100 610 001		HS General Supplies		19.10
	208126175985	SCHOOL SPECIALTY	10/12/2020	3.76
01 1100 610 001		HS General Supplies		3.76
	308103573667	SCHOOL SPECIALTY	10/12/2020	74.16
01 2410 610 003		Elem Prncipal Supplies		74.16
	308103576931	SCHOOL SPECIALTY	10/12/2020	773.63
01 1100 610 003 1 301		ELEM ART SUPPLIES		773.63
Total SCHOOL SPECIALTY				1,212.31
	2035	SKYLER ENTERPRISES LLC	10/12/2020	1,900.00
01 2620 420 003		Elem Cleaning Service		1,550.00
01 6996 420 003		COVID19 ELEM CLEANING SERVICES		350.00
	2039	SKYLER ENTERPRISES LLC	10/12/2020	3,350.00
01 2620 420 001		HS Cleaning Service		2,700.00
01 6996 420 001		COVID19 HS CLEANING SERVICES		650.00
Total SKYLER ENTERPRISES LLC				5,250.00
	2020/21SENCAP	Southeast Community College - SENCAP	10/12/2020	2,989.00
01 1100 563 001		SENCAP		2,989.00
Total Southeast Community College - SENCAP				2,989.00
	154111	Southwest Auto	10/12/2020	642.00
01 2730 431 000		BUS & VEHICLE SERVICING & MAINTENANCE		642.00
Total Southwest Auto				642.00
	8338754	SYMMETRY ENERGY SOLUTIONS LLC	10/12/2020	311.78
01 2610 621 001		HS Utilities		56.80
01 2610 621 001		HS Utilities		174.85
01 2610 621 003		Elem Utilities		70.13
01 2610 621 003		Elem Utilities		10.00
Total SYMMETRY ENERGY SOLUTIONS LLC				311.78
	443687699873	SYNCB/AMAZON	10/12/2020	35.19
01 6996 610 003		COVID19 ELEM GENERAL SUPPLIES		35.19
	444783438977	SYNCB/AMAZON	10/12/2020	35.19
01 6996 610 001		COVID19 HS GENERAL SUPPLIES		35.19
	485546867678	SYNCB/AMAZON	10/12/2020	131.88
01 1100 640 001		HS Textbooks		131.88
	469657576899	SYNCB/AMAZON	10/12/2020	38.49
01 1100 640 001		HS Textbooks		38.49
	695533835658	SYNCB/AMAZON	10/12/2020	43.98
01 1100 640 001		HS Textbooks		43.98
	777679957446	SYNCB/AMAZON	10/12/2020	49.96
01 1100 640 001		HS Textbooks		49.96
	934789538375	SYNCB/AMAZON	10/12/2020	79.96
01 6996 610 003		COVID19 ELEM GENERAL SUPPLIES		79.96
Total SYNCB/AMAZON				414.65

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		
01 1100 610 001	2020 SUPPLIES 1	TRUAX, SHAYLEE HS General Supplies	10/12/2020	11.99
01 1100 610 001	2020 SUPPLIES 3	TRUAX, SHAYLEE HS General Supplies	10/12/2020	12.00
Total TRUAX, SHAYLEE				<u>23.99</u>
01 2224 382 001	SI-20-014043	UNITE PRIVATE NETWORKS LLC HS Distant Learning Connection	10/12/2020	554.00
01 2224 382 003		Elem Distant Learning Connection		554.00
Total UNITE PRIVATE NETWORKS LLC				<u>1,108.00</u>
01 2610 431 003	268065	Uribe Refuse Services, Inc. Elem Upkeep of Building	10/12/2020	356.00
Total Uribe Refuse Services, Inc.				<u>356.00</u>
01 2610 410 003	59504	VILLAGE OF BENNET Elem Water & Sewer	10/12/2020	2,078.65
01 2610 621 003		Elem Utilities		36.56
Total VILLAGE OF BENNET				<u>2,115.21</u>
01 2610 410 001	230001 - 827-9252020	VILLAGE OF PALMYRA HS Water & Sewer	10/12/2020	330.01
01 2610 410 001	257001 - 827-9252020	VILLAGE OF PALMYRA HS Water & Sewer	10/12/2020	283.50
01 2610 410 001	274001 - 827-9252020	VILLAGE OF PALMYRA HS Water & Sewer	10/12/2020	48.98
01 2610 410 001	286002 - 827-9252020	VILLAGE OF PALMYRA HS Water & Sewer	10/12/2020	48.98
01 2610 410 001		HS Water & Sewer		201.29
Total VILLAGE OF PALMYRA				<u>863.78</u>
01 2310 540 000	223492	VOICE NEWS BOE Advertising	10/12/2020	96.00
01 2310 540 000	225401	VOICE NEWS BOE Advertising	10/12/2020	237.50
01 2310 540 000	225402	VOICE NEWS BOE Advertising	10/12/2020	237.50
01 2310 540 000	225402 -2	VOICE NEWS BOE Advertising	10/12/2020	237.50
01 2310 540 000	225425	VOICE NEWS BOE Advertising	10/12/2020	6.31
01 2310 540 000	226258	VOICE NEWS BOE Advertising	10/12/2020	26.51
Total VOICE NEWS				<u>841.32</u>
01 2510 382 001	0043592	VOLLI COMMUNICATIONS, INC HS Telephone	10/12/2020	56.81
01 2510 382 003		Elem Telephone		56.82
Total VOLLI COMMUNICATIONS, INC				<u>113.63</u>
01 2610 431 001	1712049	WASTE CONNECTIONS OF NEBRASKA HS Upkeep of Building	10/12/2020	810.21

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
Total		WASTE CONNECTIONS OF NEBRASKA		810.21
	091969071 - SEPT	WINDSTREAM	10/12/2020	108.29
	202			
01 2510 382 001		HS Telephone		108.29
Total		WINDSTREAM		108.29
Fund Number	01			120,201.77
Checking Account ID	1			120,201.77

October 2020 Bills \$120201.77

September 2020 Payroll \$490456.53

Total \$610658.30

Annual; Processing Month 10/2020; Accounts to Include Accounts with Activity; Fund Number 05

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
Fund: 05	Activity Fund			
<u>Current Assets</u>				
05 101	CASH	151,399.73	(1,806.47)	149,593.26
	Current Assets Subtotal:	151,399.73	(1,806.47)	149,593.26
Total Assets and Deferred Outflows of Resources:		151,399.73	(1,806.47)	149,593.26
<u>Fund Balance</u>				
05 704 0001	ATHLETICS	19,078.23	(530.00)	18,548.23
05 704 0002	ANNUAL	11,236.60	0.00	11,236.60
05 704 0003	MUSIC	1,240.80	0.00	1,240.80
05 704 0004	ELEMENTARY UNIT	9,090.89	0.00	9,090.89
05 704 0005	STUDENT COUNCIL	2,137.84	(206.86)	1,930.98
05 704 0006	FFA	7,139.21	0.00	7,139.21
05 704 0007	HIGH SCHOOL UNIT	4,911.94	0.00	4,911.94
05 704 0008	LIFE SKILLS	672.61	0.00	672.61
05 704 0009	FCCLA	2,627.88	0.00	2,627.88
05 704 0010	MISC ACCOUNT	3,230.73	0.00	3,230.73
05 704 0011	ART CLUB	484.47	0.00	484.47
05 704 0012	NATIONAL HONOR SOCIETY	899.54	0.00	899.54
05 704 0013	SPEECH	503.28	0.00	503.28
05 704 0014	1ST GRADE	1,133.70	0.00	1,133.70
05 704 0015	BOYS BASKETBALL	2,425.91	0.00	2,425.91
05 704 0016	CONCESSIONS	3,574.31	(1,015.20)	2,559.11
05 704 0017	GIRLS BASKETBALL	1,152.40	0.00	1,152.40
05 704 0019	INTEREST	463.94	0.00	463.94
05 704 0020	UNION BANK	3,067.38	0.00	3,067.38
05 704 0022	FIELDS SCHOLARSHIP	4,263.80	0.00	4,263.80
05 704 0023	CROSS COUNTRY	1,405.60	0.00	1,405.60
05 704 0024	INDUSTRIAL ARTS SHOP	534.69	0.00	534.69
05 704 0025	LIBRARY	1,997.31	0.00	1,997.31
05 704 0026	PARTY GROUP	1,132.31	0.00	1,132.31
05 704 0027	CLASS OF 2021	1,215.72	0.00	1,215.72
05 704 0028	MUSICAL/DRAMA	3,540.61	0.00	3,540.61
05 704 0029	WRESTLING	196.11	0.00	196.11
05 704 0030	GENERAL FUND REIMBURSEMENT	(2,209.56)	0.00	(2,209.56)
05 704 0031	6TH GRADE	734.13	0.00	734.13
05 704 0032	WEIGHTS	3,555.04	0.00	3,555.04
05 704 0033	VOLLEYBALL ACCOUNT	7,358.76	0.00	7,358.76
05 704 0034	IMPREST FUND	2,000.00	0.00	2,000.00
05 704 0035	BENNET BOOSTERS	1,589.67	0.00	1,589.67
05 704 0036	CHEERLEADING	2,081.04	(64.41)	2,026.63
05 704 0037	BENNET BACK-PACK PROGRAM	333.21	0.00	333.21
05 704 0038	CLASS OF 2020	904.49	0.00	904.49

Balance Sheet
 Period Ending: October 2020

Annual; Processing Month 10/2020; Accounts to Include Accounts with Activity; Fund Number 05

<u>Account Number</u>	<u>Description</u>	<u>Previous Balance</u>	<u>Current Month</u>	<u>Ending Balance</u>
05 704 0041	QUIZ BOWL	600.08	0.00	600.08
05 704 0042	JR HIGH BASKETBALL	20.50	0.00	20.50
05 704 0044	SPANISH	44.55	0.00	44.55
05 704 0045	ENGLISH/PSYCHOLOGY	62.01	0.00	62.01
05 704 0046	NEW BAND UNIFORMS	11,896.40	0.00	11,896.40
05 704 0047	NATIONAL BREAST CANCER FOUNDATION	0.01	0.00	0.01
05 704 0049	SHOW CHOIR	1,064.93	0.00	1,064.93
05 704 0050	CHROMEBOOK INSURANCE	31,162.08	0.00	31,162.08
05 704 0052	CIRCLE OF FRIENDS	864.58	0.00	864.58
Fund Balance Subtotal:		151,399.73	(1,806.47)	149,593.26
Total Liabilities, Deferred Inflows of Resources, and Fund Equity:		151,399.73	(1,806.47)	149,593.26

SUPERINTENDENT'S NARRATIVE REPORT

REGULAR BOARD MEETING:

Information Items

Date: October 12, 2020

TO: Palmyra District OR-1 BOE

From: Michael Hart

Olson Complex Dedication Event:

On Friday, October 2nd, members of the Olson family were in attendance for the official dedication of the Olson Sports Complex. Excerpts from the dedication presentation at halftime are listed below:

On behalf of the village of Palmyra and District OR-1, we would like to extend our deepest appreciation for your extraordinary generosity to our community. Your family's decision to fully fund the Palmyra (Olson) Sports Complex is an amazing gesture of philanthropy at its best and a tribute to the power of education and the positive impact educators have on students.

Thank you again for having the vision to see what "could be" and we greatly appreciate your belief in our students, our staff, our district, and our community. The long term positive impact of your generosity will benefit future generations of our children by providing a safe and positive environment for them to gather. What was once a vacant lot will now be the site for a wide variety of future community events such as soccer, baseball, football, track, and a multitude of other community events. The evolution of this property is simply amazing and it is a testament to what can happen when vision meets action.

Listed below are some pictures from the event.



District COVID Update:

Through the month of September, we had six staff cases and 2 student cases that were confirmed COVID positive. All things considered, I was surprised that the number wasn't higher. The fact that we have been able to stay in school since August is a testament to our students, staff, and community doing their best to mitigate the spread of the virus.

Moving into October, things have changed a bit and our positive COVID case count has increased over the last several days. I am not sure exactly what to attribute this to, but we are addressing these cases as quickly and consistently as we can. Although there is lots of information floating out there, I wanted you to know that our official district COVID count (as of the writing of this board update) is: **11 staff cases** and **12 student cases** for a total of **22** confirmed positive COVID cases since the beginning of school in August.

If these positive numbers continue to climb, we may need to look at some of our buildings going "remote" for a short time to ensure we are able to properly quarantine "close contacts" and ensure efficient operations.

Grants and Supplemental Requests for Funding Update

- This past month has been a very busy one in terms of applying for a variety of supplemental grants and looking at alternative funding sources. We have tried to be innovative at examining a variety of sources to help offset other district costs. A brief summary of some of these grants is listed below. Please note that not all of these grants have been approved.

School Lunch Waivers:

- Beginning on September 28th our district began to offer free meals for all of our students. This waiver will continue through the end of December and possibly through the rest of the school year. This is a great opportunity for us to help to reduce costs for our families during these difficult financial times.

Recycled Tire Grant:

- We recently submitted a recycled tire grant to help offset future costs at the Olson Complex. These grants were due in September and the grant approval notification process will occur at the end of the year.

Kitchen Equipment Grant

- We have also applied for a state grant to secure some additional equipment for our kitchen at Bennet Elementary. This extra equipment will allow us to increase our efficiency with food service at that location.

GEERS Funds: Technology Grant

- We have also applied for reimbursement for technology purchases through the state GEERS fund. These dollars were made available to assist school districts in enhancing technology to increase "remote learning" capabilities.

I will be in touch on the status of these funding opportunities in future months.

Wednesday, October 14th: COVID Response Day:

- This is just a reminder that next week, Wednesday October 14th is “no school” for students and this is a staff development day for all district staff. On this day, we will be focusing on enhancing our “remote learning” capabilities, readjusting our COVID response and communication plan, deep cleaning our buildings, and making curriculum adjustments to meet the learning needs of our students.

High School Principal's Report

1. Fall parent teacher conferences were on Tuesday, September 22nd. Conferences were held via phone or zoom. Teachers were incredibly positive about the outcome. Many parents that they spoke to also enjoyed the format as well.
2. Our first quarter will be ending on October 16th. Report cards will be going home the week of October 19th.
3. Mr. Chaffee and I will begin working on the schedule in mid-October
4. Homecoming was a big success. Thanks to all the teachers and staff who helped make it special. Thank you to the boosters for all they provided, including the snack after the pep rally. Despite the changes, it was a fun event and having it at the Olsen Complex was a neat addition.
5. Thanks to Mr. Hoefft for his hard work regarding our activities. Events are properly staffed and well run. We work closely together on many aspects and he is great to work with.

Elementary Principal's Report

1. Fall parent teacher conferences were on Tuesday, September 22nd. Staff were pleased with how conferences went through zoom, phone or progress reports.
2. Our first quarter will be ending on October 16th. Report cards will be going home the week of October 19th.
3. October is National Bullying Prevention Month. District OR 1 takes an active stance against bullying to create a climate that prevents bullying before it begins. The students will participate in an activity with the Purple Hand Pledge which will be reviewed throughout the year.
4. Students and staff are doing an excellent job of handwashing, sanitizing and wearing masks each day. Thanks to all the staff, students, parents, and school board members for a great start to the school year.



Palmyra

October, 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 4:00pm Volleyball-JH Weeping Water @ Palmyra High School Auxiliary Gym 4:00pm Cross Country-Varsity Raymond Central @ Raymond Central High School 5:00pm Volleyball-Varsity Southern vs. Multiple Schools @ Southern High School	2 Homecoming- @ Palmyra High School 7:00pm Football-Varsity Johnson County Central @ Palmyra High School Olson Sports Complex	3
4	TBD Golf-G/Varsity TBA vs. TBA @ TBA 4:00pm Football-JH Johnson County Central @ Palmyra High School Olson Sports Complex	5 8:15am-12:00pm ACT- @ Palmyra High School 4:00pm Cross Country-Varsity Johnson County Central vs. Multiple Schools @ Johnson County Central High School	6 Southeast Area Land Judging- @ Nemaha NRD	7 5:00pm Volleyball-Varsity Johnson-Brock vs. Multiple Schools @ Johnson-Brock High School	8 7:00pm Football-Varsity Humboldt Table Rock Steinauer @ HTRS High School	9 8:00am Volleyball-JH Malcolm @ Malcolm High School 9:00am Volleyball-Varsity Falls City @ Falls City High School
11 12:30pm-5:00pm Youth Football- @ Olson Sports Complex	12 TBD Volleyball-Varsity TBA vs. TBA @ TBA TBD Golf-G/Varsity TBA vs. @ TBA 4:00pm Football-JH Elmwood-Murdock @ Elmwood-Murdock Elementary School 4:30pm Football-JV Johnson County Central @ Palmyra High School Olson Sports Complex	13 TBD Volleyball-Varsity TBA vs. TBA @ TBA TBD Golf-G/Varsity TBA vs. @ TBA 4:00pm Volleyball-JH Freeman @ Palmyra High School Auxiliary Gym	14	15 TBD Volleyball-Varsity TBA vs. TBA @ TBA TBD Cross Country-Varsity TBA @ TBA 4:00pm Volleyball-JH Conestoga Cougars @ Conestoga High School 7:00pm Football-Varsity Weeping Water @ Palmyra High School Olson Sports Complex	16	17 9:00am Volleyball-JV Sterling @ Sterling High School
18 12:30pm-5:00pm Youth Football- @ Olson Sports Complex 4:00pm-6:00pm FFA Fun Night- @ Palmyra High School	19 Start of 2nd Quarter-	20 5:00pm Volleyball-JV Yutan @ Yutan High School 6:00pm Volleyball-Varsity Yutan @ Yutan High School	21 State Land Judging- @ Tecumseh, NE	22 Fall Break 1:30 Dismissal-	23 Fall Break NO School-	24 8:00am Volleyball-JV Weeping Water @ Weeping Water High School
25	26 TBD Volleyball-Varsity TBA vs. TBA @ TBA	27 National FFA Convention- TBD Volleyball-Varsity TBA vs. TBA @ TBA 5:00pm Volleyball-JV Louisville @ Louisville	28 National FFA Convention-	29 National FFA Convention-	30 National FFA Convention-	31 National FFA Convention- TBD Volleyball-Varsity TBA vs. TBA @ TBA

October Activities Board Report

Homecoming Royalty Candidates: Caleb Jung, Daniel Frey, Nate Palm, Taya Ptacnik, Jami Gabriel, Holly Wilen

Homecoming game opponent changed due to Covid cases at JCC. Scheduled GACC as replacement game at 6pm.

Dedication of Olson Complex and retired 2019-20 staff at halftime of homecoming game.

Apple Jack Parade Grand Champion

ECNC VB Tournament October 12th-16th

Activity Calendar

See PDF attachment.

The President of the Board publicly stated to all in attendance that a current and complete copy of the Open Meetings Act was available for review and indicated the location of such copy in the room where the meeting was being held. All proceedings hereafter shown were taken while the meeting was open to the attendance of the public.

* * * * *

(Other Business)

* * * * *

Board Member _____ then introduced the following resolution and moved for its adoption, the full text of which is attached hereto as Attachment 3:

A RESOLUTION OF THE BOARD OF EDUCATION OF OTOE COUNTY SCHOOL DISTRICT 0501 (PALMYRA DISTRICT OR-1) IN THE STATE OF NEBRASKA AUTHORIZING THE EARLY REDEMPTION OF THE DISTRICT'S GENERAL OBLIGATION SCHOOL BUILDING BONDS, SERIES 2015, IN SUCH AMOUNTS AND FROM SUCH MATURITIES AS SHALL BE DETERMINED BY THE AUTHORIZED OFFICIALS OF THE DISTRICT.

The foregoing Resolution having been read, Board Member _____ seconded the motion for its passage and adoption, and after discussion, the roll was called and the following Board Members voted in favor of the passage and adoption of said Resolution:

_____.

The following Board Members voted against the same: _____.

The following Board Members were absent or did not vote: _____.

Said Resolution having been voted upon favorably by a majority of the Board, the same was by the President declared passed and adopted.

Board Member _____ then introduced the following resolution and moved for its adoption, the full text of which is attached hereto as Attachment 4:

A RESOLUTION AUTHORIZING THE ISSUANCE BY OTOE COUNTY SCHOOL DISTRICT 0501 (PALMYRA DISTRICT OR-1) IN THE STATE OF NEBRASKA OF ITS GENERAL OBLIGATION REFUNDING BONDS, SERIES 2020, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED ONE MILLION TWO HUNDRED THOUSAND DOLLARS (\$1,200,000) FOR THE PURPOSE OF REFUNDING CERTAIN OUTSTANDING BONDS OF THE DISTRICT; PRESCRIBING THE FORM AND DETAILS OF SUCH BONDS; AUTHORIZING CERTAIN OFFICIALS TO DETERMINE THE FINAL AGGREGATE PRINCIPAL AMOUNT, MATURITIES, RATES, REDEMPTION PROVISIONS, TERMS AND OTHER DETAILS OF SUCH BONDS; IMPOSING AN AD VALOREM TAX ON ALL TAXABLE PROPERTY WITHIN THE DISTRICT TO PAY THE PRINCIPAL OF, PREMIUM, IF ANY, AND THE INTEREST ON SUCH BONDS; DESIGNATING THE BONDS AS QUALIFIED TAX-EXEMPT OBLIGATIONS; AUTHORIZING THE SALE AND DELIVERY OF THE BONDS TO THE PURCHASER THEREOF; ADOPTING CERTAIN POST-ISSUANCE TAX COMPLIANCE AND DISCLOSURE POLICIES AND PROCEDURES WITH RESPECT TO THE BONDS; AUTHORIZING CERTAIN ACTIONS AND DOCUMENTS; AND PRESCRIBING OTHER MATTERS RELATING THERETO.

The foregoing Resolution having been read, Board Member _____ seconded the motion for its passage and adoption, and after discussion the roll was called and the following Board Members voted in favor of the passage and adoption of said Resolution:

_____.

The following Board Members voted against the same: _____.

The following Board Members were absent or did not vote: _____.

Said Resolution having been voted upon favorably by a majority of the Board, the same was by the President declared passed and adopted.

* * * * *

(Other Business)

* * * * *

EXHIBIT "E"
REQUEST OF RECIPIENT FOR PAYMENT OF INVOICE/CONTRACT

THE LELAND J. AND DORTHY H. OLSON CHARITABLE FOUNDATION
REQUEST OF RECIPIENT FOR PAYMENT OF INVOICE/CONTRACT

NOTICE: Pursuant to the Grant and Escrow Agreement, request may be made only for payment of invoices to construct certain improvements to the land of Recipients and install certain facilities thereon, as more particularly described in the Grant and Escrow Agreement.
--

DATE: October 12, 2020

The above name Recipients, being the Recipients of the Olson Foundation under the Grant and Escrow Agreement, hereby jointly request payment of the invoice/contract attached hereto directly to the Payee.

PAYEE:

As Listed Below:

DESCRIPTION OF GOODS OR SERVICES TO BE PURCHASED: [Attach copy of invoice]

Firm	Amount
Jim Barber Gutters	\$750.00
Rixstine Recognition. Order 32402	\$1,459.00
Jung Electric Invoice # 1812	\$ 860.00
DeGuns.Net (Baton Engraving for Dedication Event) Order #2230	\$190.00

DATE PAYMENT ON INVOICE/CONTRACT DUE: Completed

DATE OF DELIVERY OF CONVEYANCE, SERVICES,
WORK OR GOODS: Completed

The undersigned hereby certifies that the foregoing request for payment of invoice/contract is duly authorized and for the purchase of items authorized by the Grant and Escrow Agreement and for amounts owed pursuant to the terms and conditions of the Project Contracts, as such term is defined in the Grant and Escrow Agreement.

/s/ Michael T. Hart: Secretary

- 7.2. Presentation, discussion and or official action with regard to the Olson Foundation Project for the construction of certain improvements on property of the School District and Village for athletic and recreational facilities to benefit the Palmyra, Nebraska Community (Project) to approve the Applications for Payment and billing statements related to the Project, including, but not limited to the cost of the legal services, architectural design and planning, and site preparation costs.

Motion to Approve the Applications for Payment and billing statements related to the Olson Foundation Project for the construction of certain improvements on property of the School District and Village for athletic and recreational facilities to benefit the Palmyra, Nebraska Community (Project) as presented



Creative Solutions For Your Recognition and Promotional Needs
 2350 'O' Street • Lincoln, NE 68510
 402-476-3810 • www.Rixstine.com

Invoice: 32402

Date Ordered: 9/9/20
 Date Invoiced: 9/25/20
 Date Due: 10/5/20

Overdue!

Ordered By	Phone	Fax	Email
Mike Hart	402.580.5327		hart.mic@districtor1.net

PALMYRA HIGH SCHOOL
 ACCOUNTS PAYABLE
 PO BOX 130
 PALMYRA, NE 68418-0130

SHIP TO:
 PALMYRA HIGH SCHOOL
 MIKE HART, SUPERINTENDENT
 425 F STREET
 PALMYRA, NE 68418-0130

Customer #	PO Number	Terms	Salesperson	Ship Method
409		Net 10	Bryan Coniglio	Pick Up

Qty	Part Number	Color	Description	Size	S	M	LG	XL	XXL	Other	Unit Price	Total Price
1	Custom Casting		20" x 20" Zinc Casting .125 thickness Raised Letters Olsen Sports Complex		1						1,371.16	1,371.16
0.4	Artwork Charge		Typesetting (per hour)		0.4						45.00	18.00
1	STUDS		BLIND MOUNT STUDS		1						45.00	45.00

Subtotal	1,434.16
Sales Tax	
Shipping	24.84
Total	1,459.00
Paid	
Balance	1,459.00

Note:

Thank you for your Business!

Please pay your invoice by the terms listed above.

1.75% OR \$1.00 minimum service charge per month will be applied to all accounts 30+ days past due.





Lisa Phillips <philips.lis@districtor1.net>

Fwd: Baton Engraving

1 message

Michael Hart <hart.mic@districtor1.net>

To: Lisa Phillips <philips.lis@districtor1.net>; Karen Hatcher <hatcher.kar@districtor1.net>; Michael Hart <hart.mic@districtor1.net>

FYI.

This is an Olson bill that needs to go on the October board meeting for approval.

Thanks,

Mike

----- Forwarded message -----

From: Traylen Grubb <traylen@aoa.ia>

Date: Mon, Sep 28, 2020 at 7:44:PM

Subject: Baton Engraving

To: <hart.mic@districtor1.net>

Tue, Sep 29, 2020 at 9:27 AM



DEGUNS.NET
FIREARMS SALES & SERVICE

252 N 134th ST.
Lincoln, NE 68527
402-875-6500

Work Order
09/28/2020 5:43 pm

#2230

Customer:

District OR-1 Public Schools Palmyra

425 F Street

Palmyra, NE 68418

402-780-5327 (Work)

402-560-0283 (Brandon Dest) (Mobile)

hart.mic@districtor1.net

chesfor1@gmail.com

Work Order Item:

Batons / Blue / NA / NA

Status: Finished

Warranty: No

Started: 09/21/2020 5:46 pm

Due on: 09/21/2020 5:46 pm

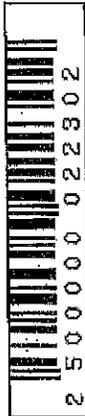
Employee: Scott Navrka

Item/Labor	#	Price
Engrave Batons	36	\$180.00
Logo Set up (panther)	1	\$10.00
Labor		\$0.00
Parts		\$190.00
Tax		\$0.00
Total		\$190.00

Notes:

Engraving; 36 Batons - Instructions per email and enclosed in delivery. If possible by Oct 1, 2020.

TAX EXEMPT



Invoice



Jung Electric Service

Invoice Number	1812
Invoice Date	9/10/2020

1945 SW 5th street
Lincoln
NE 68522
(402) 467-0049

Palmyra High School

Miscellaneous Customer

Palmyra NE 68502
Install Scoreboard time out

Our Job No	Customer Job No	Customer PO	Payment Terms	Due Date
SER-2020			Net 30 Days	10/10/2020
Description				Price
Bid project				860.00

Invoice Amount \$ 860.00

Total Due \$ 860.00

Thank you for your business!

3% convenience fee for credit
Install Scoreboard time out

517523

INVOICE

SOLD TO

Palmyra School

SHIP TO

724 N Ames

ADDRESS

South Campbell Football Field

CITY, STATE

Palmyra Pa 18446

CITY, STATE

Palmyra Pa

CUSTOMER ORDER NO.

SOLD BY

Jim Barber

PHONE

432-0365

FOR

Palmyra Pa

DATE

9-13-20

ORDERED

SHIPPED

DESCRIPTION

PRICE

UNIT

AMOUNT

200 SK Gutter Downs, & Accessories

\$750.00

Community RelationsTitle IX – Procedure for Complaints of Sexual Harassment**A. Complaint Procedure - Generally**

All employees are responsible for helping to prevent sexual harassment. Employees, or students, who believe they have been subjected to, or believe they have witnessed sexual harassment should follow these procedures:

1. Directly inform the person engaging in the discrimination or harassment that such conduct is offensive and must stop.
2. For employee reporters, contact your principal or supervisor, the principal or supervisor of the offending person, or the Title IX Coordinator if you do not wish to communicate directly with the person whose conduct is offensive or if direct communication with the offending person has been ineffective.
3. Report the matter to the Title IX Coordinator if the offending conduct continues or has not been resolved to your satisfaction after you have reported the matter to a principal or supervisor.
4. For student reporters, contact any teacher, counselor, or administrator.
5. Report to the Title IX Coordinator if you are the adult to whom the student has made a report so that the matter can be properly resolved. The Title IX Coordinator may file a formal complaint and begin the following complaint procedure.

Allegations of sexual harassment or discrimination shall be investigated and, if substantiated, corrective or disciplinary action taken, up to and including dismissal from employment if the offender is an employee, or suspension and/or expulsion, if the offender is a student. Retaliatory action will not be taken against an employee or student for reporting discrimination or harassment.

B. Response to a Formal Complaint:

1. Filing Formal Complaint: An employee or student can allege sexual harassment by filing a formal complaint in writing with the Title IX Coordinator in person or by mail, or by electronic mail using the following contact information:

TITLE IX COORDINATOR CONTACT INFORMATION

Heath Johnson
425 F. Street
402-780-5327
johnsonhea@districtor1.net

The formal complaint must be signed by the complainant or by the Title IX Coordinator. **The following procedures apply only in the event that a formal complaint is filed. All other allegations of sexual harassment shall be resolved using the general complaint procedure. Any timelines set forth in the following procedures may be extended by the Title IX Coordinator with notice to the parties.**

2. Immediate Actions upon Receipt of Formal Complaint: Upon receipt of a formal complaint, the Title IX Coordinator shall provide the following to all known parties of (A): The complaint procedure as outlined in this regulation; and (B): Notice of the allegations of sexual harassment, including: (i) the identities of the parties involved, if known; and (ii) the conduct allegedly constituting sexual harassment; and (iii) the date and location of the alleged incident.

The parties to the formal complaint may select an advisor of their choice, who may be, but is not required to be, an attorney.

3. Investigation of Formal Complaint: Upon receipt of a formal complaint, the Title IX Coordinator shall notify the Investigator. The Investigator will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The Investigator will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this complaint procedure. If the allegation(s) involves possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The Investigator will aim to complete its investigation within a reasonable time frame, as determined by the Title IX Coordinator. The factors to determine a reasonable time frame include, but are not limited to, the allegations of the formal complaint, the number of witnesses that may need to be interviewed, and whether the police are also conducting an investigation into the allegations. The time frame originally set by the Title IX Coordinator may be extended by the Title IX Coordinator, upon notice to the parties, as he or she deems necessary to complete the investigation. Periodic status updates will be given to the parties, when appropriate.

(A) *Neutrality*: The Title IX Coordinator, investigator, decision-maker, or any person designated by the District to facilitate this complaint procedure, shall not have any conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. The District shall ensure that Title IX Coordinators, investigators, decision-makers, and any persons who facilitate this complaint procedure shall receive training on the definition of sexual harassment in accordance with this regulation, the scope of the District's education program or activity, how to conduct an investigation and complaint process including hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudice of the fact at issue, conflicts of interest, and bias. The District shall ensure that the individuals involved in the complaint procedure receive training on issues of relevance of questions and evidence and on issues of relevance to create an investigative report that fairly summarizes relevant evidence.

(B) *Burden of Production*: It shall be the Investigator's burden to gather evidence sufficient to reach a determination regarding responsibility. To reach a determination, the investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.
- d. A review of the evidence using a "preponderance of the evidence" standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

(C) *Rights of the Parties*: The respondent is entitled to a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the complaint process.

The Investigator must provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence.

The Investigator shall not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence.

The Investigator shall provide the parties with the same opportunities to have others present during any complaint proceeding, including the opportunity to be accompanied to any

related meeting or proceeding by the advisor of their choice if the Investigator deems appropriate. However, the Investigator may establish restrictions regarding the extent to which the advisor may participate in the proceedings, if the restrictions apply equally to both parties.

The Investigator shall provide to all witnesses expected to attend a meeting notice of the date, time, location, participants, and purpose of all hearings within two (2) days of the meeting.

Up until the conclusion of the investigation, the parties shall have an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in the formal complaint. This includes the evidence upon which the Investigator does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence obtained from any source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation.

The District retains the right to place an employee on administrative leave during the pendency of an investigation. The District also retains the right to remove a student from the District's educational program prior to the conclusion of the investigation. In the event of a removal, the respondent shall have the opportunity to challenge the decision for removal.

(D) *Conclusion of Investigation:* Prior to the conclusion of the investigation, the investigator shall send each party and the party's advisor, if any, the evidence that is subject to inspection and review in an electronic format or a hard copy. The parties shall then have ten (10) days to submit a written response, which the investigator will consider.

Once the investigator has considered the written statements of the parties, if any, and any questions of the parties, if any, the investigator shall create an investigative report that fairly summarizes relevant evidence. The investigator shall then submit the written investigation report to the decision-maker. The parties shall each receive a copy of the final investigative report at the same time as the decision-maker.

4. Decision of Responsibility: The decision-maker shall review the investigative report. Prior to coming to a determination regarding responsibility, the decision-maker shall provide ten (10) days for each party to submit written, relevant questions that a party wants asked of any party or witness, provide each party with answers, and allow for additional, limited follow-up questions from each party.

Once the decision-maker has considered the written questions of the parties, if any, the decision-maker shall issue a written determination regarding responsibility by a preponderance of the evidence within a reasonable time frame as determined by the Title IX Coordinator. The decision-maker shall consider all relevant evidence, including inculpatory and exculpatory evidence, and will not consider the credibility of the evidence to be based on a person's status, such as complainant, respondent, or witness. The decision-maker shall provide the written determination to both parties simultaneously. The written determination must include:

- a. Identification of the allegations potentially constituting sexual harassment;
- b. A description of the procedural steps taken from the receipt of the formal complaint

- through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather evidence;
- c. Findings of fact supporting the determination;
 - d. Conclusions regarding the application of each recipient's code of conduct to the facts;
 - e. A statement of, and rationale for, the results as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the recipient imposes on the respondent, and whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be provided by the recipient to the complainant; and
 - f. The recipient's procedures and permissible bases for the complainant and respondent to appeal.

The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Sec. 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

5. Supportive Measures and Disciplinary Actions:

Throughout the investigation, either party may be entitled to supportive measures. Supportive measures are non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the recipient's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the District's educational environment to deter sexual harassment.

Supportive measures may include, but are not limited to, counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The District shall maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the District to provide the supportive measures.

At the conclusion of the investigation, the decision-maker may institute disciplinary measures to the respondent if the decision-maker determines that the respondent engaged in sexual abuse or harassment. Disciplinary measures may include, but are not limited to, in-school suspension, out-of-school suspension, expulsion, and in the case of an employee, disciplinary action up to and including dismissal from employment. This policy does not limit or prohibit the District from instituting disciplinary measures if, in the course of the investigation, it determines that the complainant or respondent violated the student code of conduct.

The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

C. Appeals

If either party is not satisfied with the outcome of the investigation and the decision of the decision-maker, they may appeal on the following basis:

- a. Procedural irregularity that affected the outcome of the matter;
- b. New evidence, that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
- c. The Title IX Coordinator, investigator, or decision-maker had a conflict of interest or bias for or against the complainant or respondent generally or the individual complainant or respondent that affected the outcome of the matter.

The request for an appeal shall be in writing and submitted on the appropriate document. The appeal document shall be submitted to the Superintendent of Schools.

Upon notice of an appeal by either party, the Superintendent of Schools shall notify the other party in writing when the appeal is filed and of the appeal procedures, which apply equally to both parties.

The Superintendent of Schools shall give both parties a reasonable and equal opportunity to submit a written statement in support of, or challenging the outcome.

The Superintendent of Schools shall review the investigative report, decision-maker's determination, and written statements of the parties and then issue a written decision describing the result of the appeal and the rationale for the result. The Superintendent of Schools shall provide the written decision simultaneously to both parties.

D. Informal Resolution

If a formal complaint is filed, the District may offer the complainant and respondent the opportunity to participate in an informal resolution process. The informal resolution process may take place at any time prior to reaching a determination regarding responsibility. The informal resolution process shall only take place upon:

- a. Written notice to both parties disclosing: the allegations, the requirements of the informal resolution process, including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the resolution process and resume the complaint process with respect to the formal complaint, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
- b. The parties' voluntary written consent to the informal resolution process; and
- c. That the allegations of the formal complaint do not involve any allegations that an employee sexually harassed a student.

E. Record Keeping

The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, any transcripts, or audio recordings pertaining to the investigative and appeal proceedings for a period of seven (7) years.

Legal Reference: Title IX

Date of Adoption: September 14, 2020



District OR-1: Home of the Panthers!!

Schedule of Events for: Wednesday, October 14th 2020: 8:00 a.m. - 4:00 p.m.

General Information for all staff:

- All district staff will be working this day unless you have previous permission from your immediate supervisor to be gone. This day is designed to provide additional time for all of our district staff to complete work in their assigned areas, problem solve solutions to challenges that have come up in the last few weeks of school, and continue to prepare for the possibility of having our entire district go “remote learning” in the future.
- The objectives for the day are:
 - Work on “deep cleaning” our buildings and district vehicles.
 - Continue to enhance our “remote learning” capabilities and “portability of instruction” through Canvas and other district approved digital mediums.
 - Reassess our District “Return to School” Plan and make necessary adjustments.
 - Reassess “remote learner” expectations.
 - Collaborate with building / grade level colleagues
 - Participate in staff development topics revolving around assessment data and COVID response protocols.
- We will plan to meet as individual buildings to maximize our time for the day. Each building principal will provide a more specific schedule within the general time frames listed below that accommodate the needs of their staff.
- Please be sure to thank our Board of Education for their support of your needs for this day.

Basic Schedule for the Day

High School:

- 8:00 - 9:00 a.m.** - Principal time in the media center (discussion on remote learners and expectations).
- 9:00 - 10:00 a.m.** - South East Health Department (SEHD) presentation on COVID Responses and Communication Protocols (media center).
 - * 10:00 a.m. Bus driver meeting at the high school*
- 10:00 a.m. - 12:00 p.m.**- Continuation of work revolving around Canvas and Collaboration on Enhancing “Portability of Instruction” and Maximizing “Remote Learning”
- 12:00 - 1:00** - Lunch
- 1:00 - 4:00 p.m.** - Assessment Data Analysis, Collaboration, and Lesson Planning / Preparation
 - *1:15 p.m. Ad hoc committee meeting to reassess “Return to School” plan in the media center*
 - *2:30 p.m. - Winter activity sponsor meeting with Mr. Hoeft in the office conference room*

Elementary School:

- 8:00 - 9:00 a.m.** - South East Health Department (SEHD) presentation on COVID Responses and Communication Protocols (media center)
- 9:00 - 10:00 a.m.** -- Principal time in the media center (discussion on remote learners and expectations)
- 10:00 a.m. - 12:00 p.m.** - Review of Canvas and Collaboration on Enhancing “Portability of Instruction” and Maximizing “Remote Learning”
- 12:00 - 1:00** - Lunch
- 1:00 - 4:00 p.m.** - Assessment Data Analysis, Collaboration and Lesson Planning / Preparation
 - *1:15 p.m. - Winter activity sponsor meeting with Mr. Hoeft in the office conference room*
 - *3:00 p.m. Ad hoc committee meeting to reassess “Return to School” plan in the media center*

Thank you for all of your hard work in making this district a fantastic place to be!!

Commissioner's Guidance on Instructional Hours

Rules 10 and 14

Topic Summary: Flexibilities for Instructional Hours

Issue Date: October 2, 2020

Expiration Date: June 30, 2021

The State Board of Education, in the **Rule 62 declaratory order**, directed the Commissioner to promote innovation and provide reasonable flexibility and guidance on the provisions of Rule 10 and Rule 14 for the 2020-21 school year to school systems and school districts.

Therefore, the Commissioner is providing reasonable flexibility for school systems and school districts as it relates to instructional hours. School systems and school districts may utilize instructional hours for additional professional learning, teacher and/or staff work time, or time for teachers to consult with parents/caregivers. Up to 12 hours per quarter (or 24 hours per semester or 48 hours per school year) may be used for those purposes. These hours should be used throughout the 2020-2021 school year and are not intended to shorten the semester or the school year. If school systems need to adjust because of COVID-19 impacts, other accommodations can be made.

Other compelling reasons for not meeting instructional hours this year due to COVID-19:

- Significant disruptions in regular school operations
- Difficulty tracking instructional hours for remote and hybrid learning environments
- Need for parent/guardian engagement with teachers or parent-teacher conferences

Each district that does not meet instructional hour requirements or chooses to use the option detailed above will still need to complete and submit an affidavit at the end of the year detailing the specifics of their case, and outlining all efforts made to reach the instructional hour/unit requirements.

During the school year, decisions impacting scheduling and modalities for learning should be documented thoroughly to ensure ease in completing the affidavit.

NEBRASKA DEPARTMENT OF HEALTH AND HUMAN SERVICES
Directed Health Measure Order 2020—SEHD-009

Pursuant to Neb. Rev. Stat. §§ 71-502 and 81-601 and Title 173 Neb. Admin. Code Ch. 6 the Nebraska Department of Health and Human Services (“Department”) may exercise its authority to order Directed Health Measures necessary to prevent the spread of communicable disease, illness, or poisoning. The objectives of this order are to reduce morbidity and mortality; minimize disease transmission; protect health care personnel and preserve health care system functioning.

Having reviewed information from the United States Department of Health and Human Services Centers for Disease Control and Prevention (“CDC”), local public health departments, treating health care providers and health care facilities, and other public health, security, and law enforcement authorities; having consulted with medical and communicable disease control personnel of the Department; and having considered directives and guidelines issued by the CDC and other public health authorities, the Director finds as follows:

That a member or members of the public have been exposed to a communicable disease known as COVID-19; there are now confirmed cases of “community spread” or “community transmission” of COVID-19 in the areas subject to this Directed Health Measure.

That multiple areas of the United States are experiencing “community spread” of the virus that causes COVID-19. Community spread, defined as the transmission of an illness for which the source is unknown, means that isolation of persons traveling from known areas of infection is no longer enough to control spread.

That exposure presents a risk of death or serious long-term disabilities to any person; the exposure is wide-spread and poses a significant risk of harm to people in the general population; there is a particular subset of the population that is more vulnerable to the threat and thus at increased risk; and the threat is from a novel infectious disease.

That the immediate implementation of the following Directed Health Measures is necessary to ensure that members of the public do not gather in large numbers, in close proximity to each other, or in enclosed spaces, thereby endangering the health of themselves and the public.

That one of the goals of the following Directed Health Measures is to minimize in-person interaction, which is the main means of transmission of COVID-19.

That gatherings, entertainment venues, restaurants, and bars increase and encourage talking, touching, and other social interaction in environments with a multitude of hard surfaces.

That requiring School Aged Individuals and other individuals to Isolate when required per attached Quarantine and Isolation Directions is the least restrictive practical means of Isolating those individuals that effectively protects unexposed and susceptible individuals.

That requiring School Aged Individuals and other individuals who have had Close Contact to home-Quarantine, unless Quarantined in a health care facility, per attached Quarantine and Isolation Directions is the least restrictive practical means of Quarantining those individuals that effectively protects unexposed and susceptible individuals. Home-Quarantine shall be per the attached Quarantine and Isolation Directions.

That Isolation or Quarantine per attached Quarantine and Isolation Directions will allow the most freedom of movement and communication with family members and other contacts without allowing the transmission of COVID-19 to others, and a home-Isolation or Quarantine will allow the appropriate level of medical care needed for the quarantined individuals unless it is necessary to admit the Isolated or Quarantined individuals to a health care facility.

That hospital capacity and health care resources including health care personnel hours and/or medical supplies, such as personal protective equipment, are being depleted by elective surgeries and elective procedures and that a shortage of hospital capacity or health care resources will hinder efforts of health care personnel and health care facilities to treat persons who test positive for COVID-19.

That a delay in the imposition of an effective Directed Health Measure would significantly jeopardize the ability to prevent or limit the transmission of COVID-19 or pose unacceptable risks to any person or persons.

That the following Directed Health Measures have been identified as effective against public health threats by the CDC and other similar public health authorities to effectively prevent, limit, or slow the spread of COVID-19.

- I. Based on conditions in the following areas, the following Directed Health Measures are hereby ordered for Otoe, Johnson, Nemaha, Pawnee and Richardson counties, effective 12:00 AM, September 21, 2020 and continuing through 11:59 PM, October 31, 2020; unless renewed, extended, or terminated by subsequent order, all persons in all the aforementioned county(s) are ordered to comply:

1. Gatherings are hereby restricted;

A gathering is defined as any event or convening that brings together more than ten (10) patrons, customers or other invitees, excluding staff, in a single

room or single space at the same time, including but not limited to, fairgrounds, fairs, festivals, auditoriums, stadiums, arenas, large event conference rooms, meeting halls, libraries, in-door or out-door arenas, tracks, bowling alleys, zoos, aquariums, swimming pools, or any other confined indoor or outdoor space.

Gatherings are restricted to: seventy-five percent (75%) for an indoor facility's applicable rated occupancy (excluding staff) or one-hundred percent (100%) for an outdoor facility of the applicable rated occupancy (excluding staff).

Plans for Reopening: Except in counties with a population of five-hundred-thousand (500,000) or more, venues with a rated capacity of five-hundred (500) or more individuals must submit a "plan for reopening" to the applicable Local Public Health Department BEFORE reopening, the plan must contain at a minimum the following: planned number of guests/attendees, how the venue will meet applicable social distancing guidelines, sanitation guidelines and any other applicable DHM requirement. All plans must be approved by the Local Public Health Department prior to reopening. "Plans for Reopening" previously submitted under prior DHMs will need to be resubmitted for approval, if venues intend to exceed the prior DHM's occupancy (gathering) restrictions.

For counties with a population of five-hundred-thousand (500,000) or more individuals, venues with a rated capacity of one-thousand (1,000) or more individuals must submit a "plan for reopening" to the applicable Local Public Health Department BEFORE reopening, the plan must contain at a minimum: planned number of guests/attendees, how the venue will meet applicable social distancing guidelines, sanitation guidelines and any other applicable DHM requirement. All plans must be approved by the Local Public Health Department prior to reopening. "Plans for Reopening" previously submitted under prior DHMs will need to be resubmitted for approval, if venues intend to exceed the prior DHM's occupancy (gathering) restrictions.

For the purpose of clarity, a gathering does not include normal operations at airports, bus and train stations, health care facilities and services (as defined in the Health Care Facility Licensure Act NEB. REV. STAT. §§ 71-401 to 71-475), other mental health and/or substance use treatment day programs which are not required to be licensed (such as Day Rehabilitation or Day Treatment), shopping malls and centers, or other spaces where ten or more persons may be in transit. It also does not include typical office environments, factories, or retail or grocery stores where large numbers of people are present but it is typically unusual for them to be within six feet of one another. It also does not include events at which members of the media may need to be present, courts of law, public utilities, state, county, and city operations, election offices and polling places on election day, logistics/distribution centers, or family residences

housing ten or more people. It also does not include religious services (see Religious service section below). However these settings are directed to use heightened, diligent and effective disinfection of exposed surfaces meeting the directions of the Nebraska Department of Health and Human Services, Centers for Disease Control and Prevention and the Environmental Protection Agency.

2. All businesses are hereby reminded to follow any COVID-19 related safety guidelines established or published by their respective professional, regulatory or advisory associations or agencies relating to or regarding the use of PPE.
3. School Aged Individuals or other individuals shall home-Isolate, unless Isolated in a health care facility, when required per the attached Quarantine and Isolation Directions.

School Aged Individuals or other individuals who have had Close Contact shall home-Quarantine, unless Quarantined in a health care facility when required per the attached Quarantine and Isolation Directions.

Please see the attached, and hereby incorporated in full, Quarantine and Isolation directions, per 173 NAC 6-006.03B.

4. Any employer required by law to provide housing to an employee or worker and who provides congregate or shared housing to employees or workers, must, at minimum, (1) post signage throughout the shared or congregate housing communicating prevention measures such as proper cleaning, disinfection, hand washing, cough etiquette, and avoiding non-essential physical contact, (2) daily clean and disinfect shared areas in such housing, (3) perform daily verbal screening and temperature checks of all employees or workers living in employer provided shared or congregate housing, (4) provide alternative housing arrangements for any employee or worker who tests positive for COVID-19 or who have the following symptoms – fever of 100.4 F. or above, or a sudden onset of a cough or sudden onset or shortness of breath – separate from housing provided to employees or workers who test negative for COVID-19 or are without symptoms, (5) provide alternative housing arrangements for any employee or worker who had close contact with a confirmed or suspected COVID-19 case separate from housing provided to employees or workers who test negative for COVID-19 or are without symptoms, and separate from any employee or worker who tests positive for COVID-19 or who have the following symptoms – fever of 100.4 F. or above, or a sudden onset of a cough or sudden onset or shortness of breath, and (6) thoroughly clean and disinfect all housing areas where a confirmed or suspected COVID-19 case spent time.

- II. This order supersedes previous Directed Health Measure Orders 2020-001, 2020-002, 2020-003, 2020-004, 2020-005, 2020-006, 2020-007, 2020-008, 2020-009, 2020-010, 2020-011, SEHD-001, SEHD-002, SEHD-003, SEHD-004, SEHD-005, SEHD-006, SEHD-007 and SEHD-008 for the aforementioned county(s), provided, this Order does not supersede the provisions of any Directed Health Measure(s) issued by Local Health Departments, except that the Directed Health Measures contained in this order are binding and enforceable regardless of any Directed Health Measure(s) issued by Local Health Departments or municipalities. This Order will remain in effect no longer than necessary to ensure that individuals or groups affected by COVID-19 no longer pose a public health threat.

Failure to comply with this Order will result in legal action for enforcement by civil and/or criminal remedies.

In the event of noncompliance with the terms of this Order, law enforcement and other Municipal and Local Public Health Department personnel will be required to aid the Department in enforcement of the Order, pursuant to 173 NAC 6 and NEB. REV. STAT. § 71-502.

Any person subject to this Order may request a contested case hearing to contest the validity of the Order. A request can be made to the DHHS Hearing Office by fax at 402-742-2376 or requested by phone at 402-471-7237.

Upon request, the Department will schedule a hearing to be held as soon as reasonably possible under the circumstances. Unless requested otherwise, the hearing will be scheduled no sooner than three days after the request is received by the Department. The hearing will be conducted in accord with the Department's rules of practice and procedure adopted pursuant to the Administrative Procedure Act.

The parties to the hearing will be limited to the Department and requesting party unless one or more additional persons have requested contested case hearings on substantially identical issues; the interests of administrative economy require that the matters be consolidated; and no party would be prejudiced by consolidation, in which case notice of the consolidation will issue.

A party may be represented by counsel at the party's own expense, or may appear *pro se* if a natural person.

Reasonable prior notice of the time and place for hearing will be given. The hearing may be conducted in whole or in part by telephone.

The purpose of the hearing is to determine if the factual bases for the Order exist and the reasonableness of the ordered measures. The Director may affirm, reverse or modify the Order by a written Findings of Fact, Conclusions of Law, and Order to be issued as soon as reasonably possible after the hearing.

For the Nebraska Department of Health and Human Services:

Gary Anthonie MD
Gary Anthonie, MD

9-18-20
Date

Chief Medical Officer/Director of Public Health

Pursuant to Title 173 Neb. Admin. Code. Ch. 6, 007.02, this Order has been provided to and shall be disseminated through mass media.

Quarantine and Isolation Directions

Symptoms of the subject disease and course of treatment:

These symptoms (Symptoms) may appear 2-14 days after exposure: fever of 100.4 degrees Fahrenheit or above, cough, shortness of breath, and/or a sudden loss of taste or smell. Follow your medical provider's directions for course of treatment. Emergency warning signs for COVID-19 require medical attention immediately. Emergency warning signs include: trouble breathing, persistent pain or pressure in the chest, new confusion or inability to arouse and bluish lips or face. Consult your medical provider for any other symptoms that are severe or concerning.

Instructions on the disinfecting or disposal of any personal property;

Surfaces

- Wear disposable gloves when cleaning and disinfecting surfaces. Gloves should be discarded after each cleaning. If reusable gloves are used, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other purposes. Consult the manufacturer's instructions for cleaning and disinfection products used. Clean hands immediately after gloves are removed.
- If surfaces are dirty, they should be cleaned using a detergent or soap and water prior to disinfection.
- For disinfection, diluted household bleach solutions, alcohol solutions with at least 70% alcohol, and most common EPA-registered household disinfectants should be effective.
 - Diluted household bleach solutions can be used if appropriate for the surface. Follow manufacturer's instructions for application and proper ventilation. Check to ensure the product is not past its expiration date. Never mix household bleach with ammonia or any other cleanser. Unexpired household bleach will be effective against coronaviruses when properly diluted.
 - Prepare a bleach solution by mixing:
 - 5 tablespoons (1/3rd cup) bleach per gallon of water or
 - 4 teaspoons bleach per quart of water
 - Products with EPA-approved emerging viral pathogen claims <https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2> are expected to be effective against COVID-19 based on data for harder to kill viruses. Follow the manufacturer's instructions for all cleaning and disinfection products (e.g., concentration, application method and contact time, etc.).
 - For soft (porous) surfaces such as carpeted floor, rugs, and drapes, remove visible contamination if present and clean with appropriate cleaners indicated for use on these surfaces. After cleaning:
 - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water

setting for the items and dry items completely, or Use products with the EPA-approved emerging viral pathogens claims (examples at this link <https://www.americanchemistry.com/Novel-Coronavirus-Fighting-Products-List.pdf> that are suitable for porous surfaces.

Clothing, towels, linens and other items that go in the laundry

- Wear disposable gloves when handling dirty laundry from an ill person and then discard after each use. If using reusable gloves, those gloves should be dedicated for cleaning and disinfection of surfaces for COVID-19 and should not be used for other household purposes. Clean hands immediately after gloves are removed.
 - If no gloves are used when handling dirty laundry, be sure to wash hands afterwards.
 - If possible, do not shake dirty laundry. This will minimize the possibility of dispersing virus through the air.
 - Launder items as appropriate in accordance with the manufacturer's instructions. If possible, launder items using the warmest appropriate water setting for the items and dry items completely. Dirty laundry from an ill person can be washed with other people's items.
 - Clean and disinfect clothes hampers according to guidance above for surfaces. If possible, consider placing a bag liner that is either disposable (can be thrown away) or can be laundered.

Precautions to prevent the spread of the subject disease;

Stay home except to get medical care.

- Stay home: People who are mildly ill with COVID-19 are able to recover at home. Do not leave, except to get medical care. Do not visit public areas.
- Stay in touch with your doctor. Call before you get medical care. Be sure to get care if you feel worse or you think it is an emergency.
- Avoid public transportation: Avoid using public transportation, ride-sharing, or taxis.

Separate yourself from other people in your home, this is known as home isolation

- Stay away from others: As much as possible, you should stay in a specific "sick room" and away from other people in your home. Use a separate bathroom, if available.
- Limit contact with pets & animals: You should restrict contact with pets and other animals, just like you would around other people.
 - Although there have not been reports of pets or other animals becoming sick with COVID-19, it is still recommended that people with the virus limit contact with animals until more information is known.

- o When possible, have another member of your household care for your animals while you are sick with COVID-19. If you must care for your pet or be around animals while you are sick, wash your hands before and after you interact with them.

Call ahead before visiting your doctor

- Call ahead: If you have a medical appointment, call your doctor's office or emergency department, and tell them you have or may have COVID-19. This will help the office protect themselves and other patients.

Wear a facemask if you are sick

- If you are sick: You should wear a facemask when you are around other people and before you enter a healthcare provider's office.
- If you are caring for others: If the person who is sick is not able to wear a facemask (for example, because it causes trouble breathing), then people who live in the home should stay in a different room. When caregivers enter the room of the sick person, they should wear a facemask. Visitors, other than caregivers, are not recommended.

Cover your coughs and sneezes

- Cover: Cover your mouth and nose with a tissue when you cough or sneeze.
- Dispose: Throw used tissues in a lined trash can.
- Wash hands: Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not available, clean your hands with an alcohol-based hand sanitizer that contains at least 60% alcohol.

Clean your hands often

- Wash hands: Wash your hands often with soap and water for at least 20 seconds. This is especially important after blowing your nose, coughing, or sneezing; going to the bathroom; and before eating or preparing food.
- Hand sanitizer: If soap and water are not available, use an alcohol-based hand sanitizer with at least 60% alcohol, covering all surfaces of your hands and rubbing them together until they feel dry.
- Soap and water: Soap and water are the best option, especially if hands are visibly dirty.
- Avoid touching: Avoid touching your eyes, nose, and mouth with unwashed hands.

Avoid sharing personal household items

- Do not share: Do not share dishes, drinking glasses, cups, eating utensils, towels, or bedding with other people in your home.

- Wash thoroughly after use: After using these items, wash them thoroughly with soap and water or put in the dishwasher.

Clean all "high-touch" surfaces everyday

You have a right to an independent medical exam at your own expense.

Provisions to ensure and monitor compliance;

Definitions:

Self-Monitor: Perform a self-check or be monitored twice daily for a fever of 100.4 F or above and the Symptoms (defined above) for fourteen days. Coordinate with your health care provider and local public health department.

Close contact: Close Contact for other than School Aged Individuals (School Aged Individuals are those individuals 5-18 years of age or who are attending K – 12 educational services) occurs when an individual has been within six (6) feet (2 meters), for at least fifteen (15) minutes, of a person whom tested positive for COVID 19, or whom develops a fever of 100.4 F. or above and/or one or more of the following symptoms: a sudden onset of a cough, sudden onset of shortness of breath or sudden loss of taste or smell. Except that, contact with a person who exhibits the above symptoms whom later tests negative for COVID-19 or later receives an alternative diagnosis (influenza, allergies, or other chronic condition) does NOT constitute close contact.

For School Aged Individuals, close contact only occurs when the School Aged Individual has been within 6 feet (2 meters) of a person, whom tested positive for Covid-19, for at least 15 minutes.

Quarantine: Quarantine for School Aged Individuals (School Aged Individuals are those individuals 5-18 years of age or who are attending K – 12 educational services) and other individuals is required when the School Aged Individuals and other individuals has had a Close Contact. These individuals shall remove themselves from situations where others could be exposed/infected, and self-monitor for symptom development.

Except that for School Aged Individuals in a classroom setting Quarantine is required as set forth below.

Isolation: Isolation for other than School Aged Individuals (School Aged Individuals are those individuals 5-18 years of age or who are attending K – 12 educational services) is required when the individual has tested positive for COVID-19 or whom develops a fever of 100.4 F. or above and/or one or more of the following symptoms: a sudden onset of a cough, sudden onset of shortness of breath or sudden loss of taste or smell. These individuals shall eliminate contact with others.

For School Aged Individuals, Isolation is required when the School Aged Individual has tested positive for COVID-19 or develops a fever of 100.4 F or above and/or one or more of the following symptoms: a sudden onset of a cough, sudden onset of shortness of breath, or sudden loss of taste or smell. These School Aged Individuals shall remove themselves or be removed from situations where others could be exposed/infected.

Except that for School Aged Individuals, Isolation is required as set forth below.

Quarantine/Isolation in classroom setting for School Aged Individuals:

School Aged Individuals who are required to self-monitor are required to wear masks.

If a School Aged Individual has close contact during an outdoor extracurricular event or in an indoor space where all individuals (including School Aged Individuals) are spaced six (6) feet (2 meters) apart, the School Aged Individual(s) may self-monitor in lieu of quarantine.

*In a classroom where **everyone is masked**, including the Initial Positive Case (the individual or School Aged Individual within the classroom who is first identified as COVID-19 positive), the Initial Positive Case will isolate at home, and the remainder of the School Aged Individuals will self-monitor for symptoms.*

*In a classroom where the **Initial Positive Case is not masked**, the Initial Positive Case will be Isolated at home, and any School Aged Individual who had Close Contact will Quarantine at home.*

*In a classroom where **the Initial Positive Case is masked but others are not**, the Initial Positive Case will Isolate at home, those School Aged Individuals without masks and had Close Contact with Initial Positive Case who were exposed will Quarantine at home, and the remainder of the classroom will Self-Monitor for symptoms.*

*In a classroom where **no School Aged Individual was masked**, the Initial Positive Case will be Isolated at home, and any School Aged Individual who had Close Contact with Initial Positive Case will Quarantine at home.*

Isolation duration

Isolation shall continue until:

- at least ten (10) days* have passed since onset of symptoms **AND**
- symptoms have improved **AND**
- the isolated individual has been fever-free for at least 24 hours without the use of fever-reducing medication.

*For patients with severe illness or are severely immunocompromised this length of time may need to be extended. Please consult your health care provider or local health department for further guidance on those situations.

However, individuals who tested positive for COVID-19 and do NOT have symptoms may discontinue isolation under the following conditions:

- at least ten (10) days have passed since the date of their 1st positive test **AND**
- have had no symptom development **AND**
- for 3 days following discontinuation of isolation, these people must continue to limit contact (stay 6 feet away from others) and when possible wear a face covering (such as a bandana or cloth mask).

Quarantine duration

Quarantine may discontinue under the following conditions:

- at least 14 days have passed since the quarantined individuals last Close Contact (see definition above) exposure **AND**
- has had no symptom development

Note: If COVID-19 symptoms develop during the individuals quarantine period, the individual should seek testing. If individual tests positive for COVID-19, then individual moves to Isolation.

For pre-K-12 teachers, para-educators and other certificated and non-certificated staff employed by schools and ESUs (Educational Workers); who have had close contact with a person whom has tested positive, or has had close contact with a person whom has a test pending and is symptomatic, or has had close contact with a person whom has one or more of the following symptoms: fever of 100.4 F or above or sudden onset of a cough or sudden onset of shortness of breath or sudden loss of taste or smell, Educational Workers may meet the following Conditions while performing their duties of their employment with schools and ESUs In Lieu of Quarantine*:

- appropriately wear a face covering or mask for 14 days following exposure **AND**
- practice social distancing **AND**
- self-monitor twice daily for fever and other symptoms listed above for fourteen days and have no symptom development

Please consult your local health department for further COVID-19 guidance on each situation. Schools should also perform and document temperature and symptom checks prior to starting work each day and retain documentation for local health departments.

*If symptom development occurs within the 14 day quarantine period or Conditions In Lieu of Quarantine, please refer to Isolation instructions.