

Board of Education Regular Meeting
Monday, August 14, 2017 7:20 PM
Boardroom
802 Highland Street
Wakefield, NE 68784

1. Opening Procedures
 1. Call to Order
 2. Open Meetings Act
 3. Roll Call
2. Excuse Board Member Absences
3. Approval of Agenda
4. Awards and Special Recognition
5. Recognition of Visitors/Communication from the Public
 1. WEA
6. Reports
 1. Administrators
 1. Elementary Principal Report
Mr. Wulf
 2. Secondary Principal Report
Mr. Heitz
 3. Superintendent Report
Mr. Bejot
 2. Board Committee Reports
 1. Board Policy
Borg

2. Building, Sites & Transportation
Donner
3. Business & Finance
Victor
4. Curriculum, Americanism & Technology
Johnson
5. Public & Personnel Relations
Brown
6. School Improvement & Strategic Planning
Conley
7. Discussion and Action Items
 1. Consent Agenda
 1. Minutes of the previous meeting
 2. Financial Reports
 2. Discuss and take appropriate action to select an independent auditor.
Bejot
 3. Discuss and take action on 2017-18 property and liability insurance from Employers Mutual Corporation.
Bejot
 4. Discuss and take appropriate action on baseball cooperative agreement.
Brenn
 5. Discuss and take appropriate action to approve Mr. Joe Walsh and Mr. Garek Bebee as volunteer football coaches for the 2017-2018 season.
Bejot
 6. Discuss and take appropriate action to review and affirm Policy 5018 Parent Involvement In Education Practices.
Bejot
 7. Discuss and take appropriate action to review, revise or reaffirm Policy 5057 Parental Involvement in the Title 1 Program
Bejot

8. Discuss and take appropriate action on student fee policy 5045
Bejot
 9. Discuss and take appropriate action to review and affirm policy 5054 Student Bullying.
Bejot
 10. Discuss and take appropriate action to purchase laptop computers.
Bejot
 11. Discuss the possible Wakefield - Allen girls volleyball and basketball agreement.
Bejot
 12. Discuss and take appropriate action for the review and approve the payment of bills received after the board meeting on or before August 31, 2017 by the Business and Finance Committee and authorize fund transfer to the depreciation fund.
Bejot
8. Upcoming Dates and Times
 1. Set the date and time for the next regular meeting
 9. Adjournment

Superintendent's Report

August 14, 2017

- 1. Goal #1:** Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21st Century learning for all students. (Curriculum, Americanism & Technology)
 - a.** The Curriculum, Americanism & Technology Committee met and I presented cost figures from Connecting Point on the E-rate project. The bill was \$9,432 higher than project bid. I have looked into this and we did add a number of additional outlets. I am questioning the overage level based on the additions. Diane Wolf, ESU #2 Technology & E-rate Coordinator informs me that the bid is for the entire project scope within the bid. Additional items outside the scope of the project is the district's responsibility. I am waiting to negotiate this bill as I am waiting for James to get back from vacation. Connecting Point is aware that I am questioning the second portion of the bill and believe part of this is simply inadequate estimation of the project.
- 2. Goal #2:** Wakefield Community School will make an efficient use of all resources. (Business & Finance)
 - a.** As of the end of July 2017, Wakefield Community School is 10.2% under budget for the year. Examining budget and expenditures for the year the district is 18.1% under budget for the year compared to last year, which was 16.34% under budget. Examining the cash summary report the General Fund balance is \$841,359. The Lunch Fund balance is \$108,038 Bond Fund is \$38,551; Depreciation Fund is \$729,882; Employee Benefit Fund is \$23,604; Special Building Fund is \$579,726; and the Qualified Capital Purchase Undertaking Fund is \$143,475. The interim account balance is \$5,205. Budget wise we are on course with the prior year.
- 3. Goal #3:** Wakefield Community School will facilitate communication with staff, parents, patrons, and students (Public and Personnel Relations)
 - a.** Parent – Teachers Conferences is scheduled for Thursday, October 5, 2017, which is the same date of the Creighton football game at home. This game was moved to accommodate the availability of game referees. Unless you object, I am planning to move parent-teacher conference time to 1:00 – 6:45 pm. Students will be released at 12:30 pm allowing students to have lunch. This will also allow staff, students and parents to attend the football game. The administrators are in agreement with the changes. We will get these changes out to parents.

- b.** Fall in-service day is on the calendar for October 31st which is the same day as sub-district volleyball. I am proposing to move the in-service day to November 6th, which coincides the conference choir. I am also proposing the scheduled early out on November 13th be a regular day of school.

4. Miscellaneous

- a.** NASB Fall Area Meeting is set for Wednesday, September 20th at the Life Long Learning Center in Norfolk. The evening events begin at 5:00 pm. So far Mark Victor, Karen Borg and Bree Brown are registered for the event. I will be taking a van down if you would like a ride from the school at 4:00 pm.
- b.** NASA/NASB Labor Relations Meeting is scheduled for September 6 -7 in Lincoln. "Whether you're a novice at the bargaining table or an experienced negotiator, this conference will provide the latest information in the labor relations arena."
- c.**

**Board of Education Regular Meeting
Thursday, July 13, 2017 at 7:00 PM**

**Wakefield School Library
802 Highland Street
Wakefield, NE 68784**

The Board of Education Regular Meeting convened in open and public session on July 13, 2017 at 7:00 PM in the Library at the Wakefield Community Schools, 802 Highland Street, Wakefield, NE.

President Borg informed the group of the Open Meetings Act posted in the boardroom and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

Attendance Taken at 7:00 PM:

Present Board Members: Karen Borg, Bree Brown, Ben Donner, Shannon Johnson, and Mark Victor

Absent Board Member: Arianne Conley

Present: 5, Absent: 1.

Also in attendance: Superintendent Bejot, Elementary Principal Wulf, Secondary Principal Heitz and several members of the community.

Excuse Board Member Absences

Motion to excuse Arianne Conley Passed with a motion by Victor and a second by Donner.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Approval of Agenda

Motion to approve the agenda Passed with a motion by Donner and a second by Johnson.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Recognition of Visitors/Communication from the Public

Motion to extend speaking time to 10 minutes per person Passed with a motion by Victor and a second by Donner.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Mr. Mike Pommer, CPA addressed the board regarding the termination of the independent audit. Mike desires the board continue with Mike Pommer CPA, firm for the upcoming two years. He informed the board that his rate for auditing services are lower cost compared area competitors. He was not aware the board was discussing continuance of his audit agreement at the June 2017 board meeting. Mike desires to continue the long-standing relationship with the school district and provide independent auditing services.

Mrs. Jolene Klein addressed the board regarding Library program funding. The library program supports all student learning at all grade levels. A full time qualified librarian providing media services still exists and she desires to continue providing the elementary, junior high and high school students with library curricular services.

Reports

Superintendent Report

2017-18 Extra Duty Assignments were shared. Changes for the upcoming school year are as follows: Logan McPhillips will serve as the assistant volleyball coach; Junior High Volleyball Coaches will be Marissa Wallace and Marti McQueen (Assistant Volunteer VB Coach at WSU); Marti will also serve as an assistant volleyball coach; Ryan Conyers will replace Mrs. Vander Weil as the speech coach. We are still looking for an assistant speech coach. We are also looking for an assistant wrestling coach.

“Meat and Greet” is scheduled for Monday, August 14, 2017 at 5:00 pm. As in the past, the board will serve hamburgers and hot dogs. TeamMates will be adding potato chips as a kick off promotion for the mentoring program. The welcome back activities run until 7:00 pm.

Board Committee Reports

Board Policy

The Policy Committee has met and reviewed recommended policy revisions from KSB School Law. They have also reviewed the Parent/Student Handbook and Staff Handbook for 2017-18. The committee will have recommendations later in tonight's meeting.

Discussion and Action Items

Consent Agenda

Motion to approve the Consent Agenda Passed with a motion by Brown and a second by Victor.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Bills were reviewed by the Finance Committee and approved as follow: General: \$447,968.60; Lunch: \$4,518.57; Employee Benefit: \$252.00; Payroll: \$; Activities: \$11,818.54.

Discuss and take appropriate action on the appointment of Superintendent Mark Bejot, as the authorized representative for all local, state, and federal programs and documents as of July 1, 2017.

Move to appoint Superintendent Mark Bejot as the authorized representative for all local, state, and federal programs and documents as of July 1, 2017 Passed with a motion by Victor and a second by Johnson.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action on the appointment of Matt Brenn as the compliance officer for Title IX.

Title IX is the Federal Gender Equity laws, which requires districts to provide equal opportunity to participate in activities. The federal law requires the district appoint a compliance officer.

Move to appoint Matt Brenn, the Title IX compliance officer for the upcoming 2017-18 school year Passed with a motion by Donner and a second by Brown.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action on the participation in the state and federal hot lunch program with the Elementary Principal, Jerad Wulf, serving as the elementary hearing officer and High School Principal Jason Heitz as the high school hearing officer.

Move to appoint Jerad Wulf as the elementary hearing officer and Jason Heitz as the high school hearing officer for the state and federal hot lunch program for 2017-18 school year Passed with a motion by Victor and a second by Johnson.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action on the appointments of Dawn Lubberstedt, High School Secretary as the determining official for all hot lunch applications received from students in grades 7-12 and the appointment of LaVon Anderson, elementary secretary as the determining official for all hot lunch applications received from students in grades PreK-6.

Move to appoint Dawn Lubberstedt and LaVon Anderson as the determining officials for high school and elementary school lunch applications for the 2017-18 academic year Passed with a motion by Johnson and a second by Victor.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action on the appointment of Becky Gothier as the Recording Secretary/Board Treasurer for 2017-18 school year.

Move to appoint Becky Gothier as the Recording Secretary/Board Treasurer for school year 2017-18 Passed with a motion by Brown and a second by Donner.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action to join the Nebraska Rural Community School Association.

We have been involved with NRCSA the past three years. NRCSA specifically advocates for small rural school issues and maintains their own lobbyist. The cost of joining NRCSA is \$850 for the upcoming year, which is the same as last year.

Move that Wakefield Community School join the Nebraska Rural Community Schools Association for 2017-2018 at a cost of \$850 Passed with a motion by Victor and a second by Donner.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss the Americanism report.

Annually the board receives a report from the elementary and high school of Americanism activities that occur throughout the 2016-17 school year. This begins with annual formal events such as the beginning of school activities, Veterans Day ceremonies, Constitution Day and President's Day. Students Pre-K -12 participate in the daily reciting of the "Pledge of Allegiance."

Discuss Multicultural curriculum activities.

The board is required to hear a curriculum report at least annually. The elementary and high school shared an overview of multicultural curricular activities that occur throughout the 2016-17 school year.

Review and discuss professional development activities in 2016-17.

Annually the Board of Education has asked to review the professional development activities that occurred over the past year.

Discuss and take appropriate action to purchase choir robes.

Our current choir robes are in need of replacement. Our current robes were purchased in the 1980's and they are showing wear and are difficult to clean. Mrs. Nicholson has researched choir robes and is recommending Regency Cap & Gown as the vender. The desired robe is called "Ensemble" and is 100% Polyester in Maroon. The stole is included in the pricing of the robe and will be silver gray. The inside color sleeve will also be silver gray. The cost of monogramming is included and will be block letters WHS in maroon. The cost of sixty robes is \$66.95 each, which total \$4,017 shipping and handling is included in the order.

Move to purchase sixty choir robes from Regency Cap and Gown at a cost of \$4,017 Passed with a motion by Donner and a second by Johnson.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action to purchase Apple Mac Book Aire computers.

These new Apple MacBook Aire laptop computers are for our new instructors and for Mr. Wulf, two units will be purchased through special education funds and three units will be purchased using Title IIA funds. The cost of the five computes are \$5, 145. Apple products must be purchased through Apple Corporate.

These laptops are 13 inches/ 1.8 GHz machines, i5 Intel processor, 256 GB SSD storage and Intel HD Graphics 6000. Shipping is included in the price.

Move to approve the purchase of five Apple MacBook Air laptops from Apple Computer Passed with a motion by Brown and a second by Victor.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action to adopt proposed policy revisions.

The Policy Committee has met and reviewed recommended policy revisions from KSB School Law. A total of 44 revisions are recommended.

Significant revisions in purchasing, bidding processes for various construction activities. Other areas of policy change include: Nebraska Family Military Leave Act, workplace injury, conflict of interest, school vehicle use, school attendance, student admission, pregnant or parenting students, protection of pupil rights, parent and guardian involvement, investigations by law enforcement and multicultural education.

Move to approve board policy revisions as recommended by the Policy Committee Passed with a motion by Victor and a second by Donner.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action to approve the 2017-18 Parent - Student Handbook.

Move to approve the 2017-18 Parent-Student Handbook and revisions as presented Passed with a motion by Johnson and a second by Brown.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Discuss and take appropriate action to approve the 2017-18 Staff Handbook.

Move to approve the 2017-18 Staff Handbook with revisions as presented Passed with a motion by Brown and a second by Victor.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Upcoming Dates and Times

Curriculum/Americanism/Technology Committee - 8/3 at 5:00pm

Strategic Planning Committee - 8/8 at 5:00pm

Next Regular Board Meeting - 8/14 at 7:00pm

Business/Finance Committee - 8/29 at 7:00pm

Adjournment

Move to adjourn the meeting at 8:41pm Passed with a motion by Donner and a second by Brown.

Yea: Borg, Brown, Donner, Johnson, Victor

Nay: None

Absent: Conley

Yea: 5, Nay: 0, Absent: 1

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00048522	08/01/2017	ROBEKEVI		Kevin Roberts	
Jul2017	08/01/2017		08/01/2017	July Child Support Refund	308.00

Check Total 308.00

00048525	08/09/2017	AMERITAS		Ameritas Life Ins Corp	
2VISR.404	08/14/2017		08/14/2017	Aug 2017 Payroll	427.46
Aug2017-1	08/01/2017		08/09/2017	Hoffman Summer Prm	11.40
Aug2017-2	08/01/2017		08/09/2017	Johnson Summer Prm	11.40
Aug2017-3	08/01/2017		08/09/2017	Kluthe Summer Prm	11.40
Aug2017-4	08/01/2017		08/09/2017	Siebrandt Summer Prm	25.08

Check Total 486.74

00048526	08/09/2017	BLUECROS		Blue Cross and Blue Shield of NE	
2BCDENR.404	08/14/2017		08/14/2017	Aug 2017 Payroll	1,119.10
3BCBS.404	08/14/2017		08/14/2017	Aug 2017 Payroll	54,513.31
3DENT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	1,291.39
Aug2017-1	08/01/2017		08/04/2017	Gutzmann Dental Prm	29.18
Aug2017-2	08/01/2017	q	08/04/2017	Siebrandt Summer Prm	592.13
Aug2017-3	08/01/2017		08/04/2017	Hoffman Summer Prm	589.50
Aug2017-4	08/01/2017		08/04/2017	Brudigam Summer Prm	589.50
Aug2017-5	08/01/2017		08/04/2017	Johnson Summer Prm	589.50

Check Total 59,313.61

00048527	08/09/2017	MADINATI		Madison National Life	
1262558	08/01/2017		08/04/2017	Gutzmann LTD	29.89
1262558-1	08/01/2017		08/04/2017	MM Life Ins Prm	7.00
2SALP.404	08/14/2017		08/14/2017	Aug 2017 Payroll	1,361.19
2SUPP.404	08/14/2017		08/14/2017	Aug 2017 Payroll	25.32
3LIFE.404	08/14/2017		08/14/2017	Aug 2017 Payroll	653.25

Check Total 2,076.65

00048528	08/09/2017	WALMART2		Walmart Community	
027671	06/27/2017		08/04/2017	Supplies	445.86
7178000962630	06/27/2017		08/04/2017	Supplies	110.56
719200599378	07/11/2017		08/04/2017	Supplies	75.92

Check Total 632.34

00048529	08/09/2017	WANATLINS		Washington National Insurance Co	
2CAND.404	08/14/2017		08/14/2017	Aug 2017 Payroll	267.50
2LIFE.404	08/14/2017		08/14/2017	Aug 2017 Payroll	35.49

Check Total 302.99

00048530	08/09/2017	APPEARA		Appeara	
0226756	07/06/2017		08/04/2017	Mops, Towels & Uniforms	62.67
0226764	07/06/2017		08/04/2017	BB Towels & Uniforms	28.47

ALL Data

Check RegisterArranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
	Invoice	Invoice Date	PO Number	PO Date Description	
	0228429	07/13/2017		08/04/2017 Mops, Towels & Uniforms	62.67
	0228436	07/13/2017		08/04/2017 BB Towels & Uniforms	28.47
	0230078	07/20/2017		08/04/2017 Mops, Towels & Uniforms	62.67
	0230087	07/20/2017		08/04/2017 BB Towels & Uniforms	37.68
	0231713	07/27/2017		08/04/2017 Mops, Towels & Uniforms	62.67
	0231719	07/27/2017		08/04/2017 BB Towels & Uniforms	28.47
				Check Total	373.77
00048531		08/09/2017	BEBEETIM	Timarie Bebee-Hansen	
Jul2017		07/11/2017		08/04/2017 Office Chair	84.79
				Check Total	84.79
00048532		08/09/2017	BEJOTM	Mark Bejot	
Jun2017		06/27/2017		08/09/2017 Jury Pay Mileage Reimb	26.75
				Check Total	26.75
00048533		08/09/2017	BLACBOAR	Blackboard Inc	
888777		06/30/2017		08/04/2017 Blackboard Connect K-12	1,128.00
				Check Total	1,128.00
00048534		08/09/2017	BOMGAARS	Bomgaars	
18321699		08/08/2017		08/09/2017 Supplies	63.90
18321715		08/08/2017		08/09/2017 Supplies - Return	-21.96
				Check Total	41.94
00048535		08/09/2017	BORGANG	Angie Borg	
Aug2017		06/04/2017		08/09/2017 School Hlth Conf Reimb	503.00
				Check Total	503.00
00048536		08/09/2017	CENTERP	CenterPoint Energy Services Retail LLC	
2762133-1		07/28/2017		08/04/2017 Jun Natural Gas - BHE195185	186.51
2762133-2		07/28/2017		08/04/2017 Jun Natural Gas - BHE231582	447.10
2762133-4		07/28/2017		08/04/2017 Jun BB Natural Gas-NGM829096	53.97
				Check Total	687.58
00048537		08/09/2017	CENTLINB	CENTURYLINK Business Services	
1414595453		07/11/2017		08/04/2017 Jul Internet Svcs	874.16
				Check Total	874.16
00048538		08/09/2017	CENTLINK	Century Link	
402 287-2943 Jul		07/04/2017		08/04/2017 Jul BB Phone Svcs	66.64
402-287-2012 Jul		07/04/2017		08/04/2017 Jul Phone Services	309.05
				Check Total	375.69
00048539		08/09/2017	CITYWAKE	City of Wakefield	
Jul2017-1		07/31/2017		08/09/2017 Jul Utilities	5,124.09
Jul2017-2		07/31/2017		08/09/2017 Jul PF Utilities	699.77
Jul2017-3		07/31/2017		08/09/2017 Jul BB Utilities	129.03

ALL Data

Check Register

 Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
	Invoice	Invoice Date	PO Number	PO Date	Description
Check Total					5,952.89
	00048540	08/09/2017	COOLSCHL		Cool School Studios
	717076	07/11/2017		08/04/2017	Cumulative Record Folders
Check Total					78.15
	00048541	08/09/2017	COPYWRIT		Copy Write Publishing/Keepsake Video Producti
	54952	08/04/2017		08/09/2017	Notes Home
Check Total					170.75
	00048542	08/09/2017	CUBBY'S		Cubby's Inc.
	00101212896	06/15/2017		08/04/2017	DE Fuel
	00101263013	06/20/2017		08/04/2017	DE Fuel
	00101533745	07/17/2017		08/09/2017	Drivers Ed Fuel
	00101543782	07/18/2017		08/09/2017	Fuel
	00101603915	07/24/2017		08/09/2017	Drivers Ed Fuel
	00101623986	07/26/2017		08/09/2017	Drivers Ed Fuel
	00201283094	06/22/2017		08/04/2017	DE Fuel
	00201323188	06/26/2017		08/04/2017	Fuel
	00201333198	06/27/2017		08/04/2017	DE Fuel
	00201343240	06/28/2017		08/04/2017	DE Fuel
	00201373328	07/01/2017		08/09/2017	Fuel
	00201433475	07/07/2017		08/09/2017	Mower Diesel
	00201493639	07/13/2017		08/09/2017	Drivers Ed Fuel
	00201613941	07/25/2017		08/09/2017	Mower Diesel
	00201644026	07/28/2017		08/09/2017	Drivers Ed Fuel
	10701393354	07/03/2017		08/09/2017	Bus Diesel
	Jul2017	07/31/2017		08/09/2017	Drivers Ed Fuel
	Jul2017-Adj	07/31/2017		08/09/2017	Rounding Adj
Check Total					541.64
	00048544	08/09/2017	DAVESGLA		Dave's Glass
	18340	06/26/2017		08/04/2017	Bus Windshield Replacement
Check Total					1,391.04
	00048545	08/09/2017	DOLLGEN		Dollar General
	1000640889	06/19/2017		08/04/2017	Distilled Water
	1000642993	06/26/2017		08/04/2017	Carpet Cleaner
Check Total					20.00
	00048546	08/09/2017	EATONSFL		Eatons Floral & Greenhouse
	5622	05/11/2017		08/04/2017	Plants
Check Total					87.60
	00048547	08/09/2017	EGANSUPP		Egan Supply Co.
	267825	07/14/2017		08/04/2017	Grip Face
	268374	07/21/2017		08/04/2017	Grip Face
	268965	08/07/2017		08/09/2017	Floor Saver

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
	Invoice	Invoice Date	PO Number	Description	
	269148	08/05/2017		Gym Floor Resurfacing	3,976.36
				Check Total	4,141.45
00048548		08/09/2017	EKBERGAU	Ekberg Auto Parts, Inc.	
	375055	07/05/2017		BB Supplies	21.78
	375373	07/12/2017		BB Supplies	40.77
	375396	07/13/2017		Air Filter	73.49
	375419	07/13/2017		BB Supplies	28.05
	375553	07/17/2017		BB Supplies	56.56
	375785	07/20/2017		Window Cleaner	31.41
	375899	07/24/2017		BB Supplies	38.75
	376192	07/31/2017		BB Supplies	25.42
				Check Total	316.23
00048549		08/09/2017	ESU1	ESU #1	
	MED-0006467	07/06/2017		Laminating	11.70
	MED-0006469	07/18/2017		Laminating	13.06
	MED-0006470	07/20/2017		Laminating	11.03
				Check Total	35.79
00048550		08/09/2017	FAREPHYS	Faith Regional Physician Services, LLC	
	53754 7/11	07/11/2017		DOT Physical - WT	100.00
	53754 7/21	07/21/2017		DOT Physical - RV	100.00
	53754 7/25	07/25/2017		Specimen Handling	60.00
				Check Total	260.00
00048551		08/09/2017	FIREPROT	Fire Protection Services, LLC	
	8704	07/11/2017		Annl Sprinkler Inspection	425.00
				Check Total	425.00
00048552		08/09/2017	GILLHAUL	Gill Hauling, Inc.	
	77X00137	07/31/2017		Rolloff Service	50.00
	78102277	08/01/2017		Garbage Service	192.50
				Check Total	242.50
00048553		08/09/2017	GROSIMPL	Grossenburg Implement, Inc	
	933875	07/24/2017		Spindle	202.76
	933973	07/24/2017		Grass Deflector	7.02
				Check Total	209.78
00048554		08/09/2017	HIRERIGH	HireRight LLC	
	P0684741	06/30/2017		Background Screening Services	250.00
				Check Total	250.00
00048555		08/09/2017	INGRAMBO	Ingram Library Services, Inc.	
	99478002	07/27/2017		Library Material	34.25
				Check Total	34.25

ALL Data

Check RegisterArranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
00048556	08/09/2017	IXLLEAR		IXL Learning	
972605-0217-2	02/21/2017		08/04/2017	IXL Site Licenses	8,100.00
				Check Total	8,100.00
00048557	08/09/2017	KLEINELE		Klein Electric, Inc.	
2246	07/19/2017		08/04/2017	Outlet installation	376.69
				Check Total	376.69
00048558	08/09/2017	KSBSCHO		KSB School Law, PC LLO	
3337	08/04/2017		08/09/2017	Legal Services	33.00
				Check Total	33.00
00048559	08/09/2017	LINWELD		Matheson Tri-Gas Inc	
51202721	07/31/2017		08/04/2017	ITE Gases	219.32
				Check Total	219.32
00048560	08/09/2017	MARCINC		Marco, Inc	
21069100	07/31/2017		08/09/2017	Printer Leases	1,718.91
				Check Total	1,718.91
00048561	08/09/2017	MENARDSSC		Menards - Sioux City	
89039	07/15/2017		08/04/2017	Supplies	23.99
89983	07/24/2017		08/04/2017	Strut	18.94
				Check Total	42.93
00048562	08/09/2017	MGTRUS		MG Trust Company	
2403B.404	08/14/2017		08/14/2017	Aug 2017 Payroll	1,023.64
2403BROTH.404	08/14/2017		08/14/2017	Aug 2017 Payroll	1,795.00
				Check Total	2,818.64
00048563	08/09/2017	MILLBLDG		Miller Building Supply	
1631	07/03/2017		08/04/2017	Supplies	22.58
1646	07/03/2017		08/04/2017	Supplies	43.94
1664	07/05/2017		08/04/2017	Adhesive	7.95
1672	07/05/2017		08/04/2017	Wastebasket	12.25
1716	07/07/2017		08/04/2017	Sprinkler/Hose	38.50
1774	07/10/2017		08/04/2017	Garage Roof	3,500.40
1781	07/11/2017		08/04/2017	Supplies	20.74
1789	07/11/2017		08/04/2017	Supplies	7.99
1790	07/11/2017		08/04/2017	Supplies	9.40
1902	07/17/2017		08/04/2017	Supplies	3.55
1993	07/21/2017		08/04/2017	Bolt	36.20
2040	07/25/2017		08/04/2017	Supplies	66.59
2049	07/25/2017		08/04/2017	Clothline	4.25
2104	07/27/2017		08/04/2017	Supplies	19.18
6.05	08/14/2017		08/04/2017	BB Supplies	6.05
				Check Total	3,799.57

ALL Data

Check Register

 Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
00048565	08/09/2017	MILOMEYER		Milo Meyer Construction Inc	
170140	08/03/2017		08/09/2017	Parking Lot Grading	315.00
				Check Total	315.00
00048566	08/09/2017	NEBCOU		Nebr Council Of School Adm	
Jul2017	07/31/2017		08/04/2017	Administrators Day Registratio	729.00
				Check Total	729.00
00048567	08/09/2017	NEBRASK3		IA/NE State Bank	
2FICA.404	08/14/2017		08/14/2017	Aug 2017 Payroll	14,479.64
2FICM.404	08/14/2017		08/14/2017	Aug 2017 Payroll	3,386.34
2USIT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	22,876.53
3FICA.404	08/14/2017		08/14/2017	Aug 2017 Payroll	14,479.64
3FICM.404	08/14/2017		08/14/2017	Aug 2017 Payroll	3,386.34
				Check Total	58,608.49
00048568	08/09/2017	NEBRASK4		Nebraska Dept Of Revenue	
2NEIT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	8,547.62
				Check Total	8,547.62
00048569	08/09/2017	NEBRASK5		Nebraska Retirement System	
2NTRT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	22,902.49
3NTRT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	23,131.49
				Check Total	46,033.98
00048570	08/09/2017	NECHISUP		Nebraska Child Support Payment Center	
2CHSUP.404	08/14/2017		08/14/2017	Aug 2017 Payroll	627.00
Jul2017	08/01/2017		08/01/2017	Child Support Correction	-308.00
				Check Total	319.00
00048571	08/09/2017	NENTA		Northest Nebraska Teacher Academy	
Aug2017	08/04/2017		08/04/2017	NENTA Subs	300.00
				Check Total	300.00
00048572	08/09/2017	NICHOLSO		Deb Nicholson	
Jul2017	07/18/2017		08/04/2017	Fuel Reimb	221.00
				Check Total	221.00
00048573	08/09/2017	NORFOLKPUB		Norfolk Public Schools	
071317	07/13/2017		08/04/2017	Early Childhood SPED Svcs	125.75
071317-2	07/13/2017		08/04/2017	Early Childhood SPED Svcs	108.98
				Check Total	234.73
00048574	08/09/2017	NRCSA		NRCSA	
2017-18 Member	06/20/2017		08/04/2017	2017-18 Membership Dues	850.00
				Check Total	850.00
00048575	08/09/2017	NSASSP		NSASSP-Region III	

ALL Data

Check Register

 Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
Aug2017	08/01/2017		08/09/2017	Membership - J Heitz	20.00
				Check Total	20.00
00048576	08/09/2017	NSIAAA		NSIAAA	
Aug2017	08/04/2017		08/04/2017	2017-18 Dual Membership	210.00
				Check Total	210.00
00048577	08/09/2017	OMAHATRUC		Omaha Truck Center Inc.	
364362	07/07/2017		08/04/2017	Bus Repair	2,067.03
				Check Total	2,067.03
00048578	08/09/2017	ORKIN		Orkin Exterminating Inc	
160063506	08/04/2017		08/04/2017	Pest Control	116.37
				Check Total	116.37
00048579	08/09/2017	PIONMFG		Pioneer Mfg. Co.	
INV642419	07/11/2017		08/04/2017	Field Paint	550.00
				Check Total	550.00
00048580	08/09/2017	PITNBOWE		Pitney Bowes, Inc.	
3304142754	07/31/2017		08/04/2017	Postage Machine Lease	531.48
				Check Total	531.48
00048581	08/09/2017	PROVISI		Provision	
283646	07/21/2017		08/04/2017	32GB SDHC Card	71.55
				Check Total	71.55
00048582	08/09/2017	QUALITYINN		Quality Inn	
536886696	07/28/2017		08/04/2017	Admin Days Lodging	219.90
536887391	07/28/2017		08/04/2017	Admin Days Lodging	219.90
536887392	07/28/2017		08/04/2017	Admin Days Lodging	329.85
				Check Total	769.65
00048583	08/09/2017	RASMMECH		Rasmussen Mechanical Service, Inc.	
SRV048587	08/01/2017		08/04/2017	Chillder Repair	469.50
				Check Total	469.50
00048584	08/09/2017	ROCH100		Rochester 100, Inc.	
P55618	07/12/2017		08/04/2017	Spanish Comm Folders	337.50
				Check Total	337.50
00048585	08/09/2017	SCHOLAST		Scholastic Inc	
M6180807	07/11/2017		08/04/2017	Scholastic News 3 - EG	133.10
				Check Total	133.10
00048586	08/09/2017	SCHOMATE		SchoolMate	
IN000473244	07/28/2017		08/04/2017	Student Planners	270.00

ALL Data

Check RegisterArranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
Check Total					270.00
00048587	08/09/2017	SCHSPECL		School Specialty, Inc	
208118522988	07/12/2017		08/04/2017	Elem Supplies	1,233.85
Check Total					1,233.85
00048588	08/09/2017	SHTAXSER		S & H Tax Service	
2CHCR.404	08/14/2017		08/14/2017	Aug 2017 Payroll	2,059.17
2MEDR.404	08/14/2017		08/14/2017	Aug 2017 Payroll	3,200.68
Check Total					5,259.85
00048589	08/09/2017	STAPLES		Staples Credit Plan	
1844555451	06/23/2017		08/04/2017	Supplies	2,910.83
1845062161	06/23/2017		08/04/2017	Supplies	36.13
1845121191	06/23/2017		08/04/2017	Supplies	56.45
1845127801	06/24/2017		08/04/2017	Supplies	57.99
1851630051	07/06/2017		08/04/2017	Supplies	8.58
1851694541	07/06/2017		08/04/2017	Supplies	122.54
1851937131	07/07/2017		08/04/2017	Supplies	785.47
1852005591	07/07/2017		08/04/2017	Supplies	224.95
Check Total					4,202.94
00048590	08/09/2017	SUPREMES		Supreme School Supply Co.	
69223	07/12/2017		08/04/2017	Memo Books	150.31
Check Total					150.31
00048591	08/09/2017	TEACSTRA		Teaching Strategies	
Q-08571	07/31/2017		08/04/2017	GOLD Assmt Portfolios	766.50
Check Total					766.50
00048592	08/09/2017	VANDROB		Robert VanderVeen	
Jul2017	07/12/2017		08/04/2017	School Bus Permit	7.50
Check Total					7.50
00048593	08/09/2017	VISA		VISA	
3070	07/13/2017		08/04/2017	NPERS Mtg - Franklins	13.97
Jul2017	06/28/2017		08/04/2017	Natl FBLA	904.25
Jul2017-1	06/23/2017		08/04/2017	Screening License	650.00
Check Total					1,568.22
00048594	08/09/2017	WAKEREP3		The Wakefield Republican	
27575	07/06/2017		08/09/2017	Meeting Notice	8.73
27971	07/27/2017		08/09/2017	Meeting Proceedings	162.99
Check Total					171.72
00048595	08/09/2017	WCS-GEN		WCS-General Fund	
2LCU.404	08/14/2017		08/14/2017	Aug 2017 Payroll	45.00

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
Check Total					45.00
1 - GENERAL FUND Totals:					233,593.03

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

2 - LUNCH FUND

Bank Account :B - Iowa-Nebraska State Bank

00004363	08/09/2017	AMERITAS		Ameritas Life Ins Corp	
2VISR.404	08/14/2017		08/14/2017	Aug 2017 Payroll	28.38
Check Total					28.38

00004364	08/09/2017	BLUECROS		Blue Cross and Blue Shield of NE	
3BCBS.404	08/14/2017		08/14/2017	Aug 2017 Payroll	562.95
3DENT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	26.55
Check Total					589.50

00004365	08/09/2017	MADINATI		Madison National Life	
2SUPP.404	08/14/2017		08/14/2017	Aug 2017 Payroll	2.38
3LIFE.404	08/14/2017		08/14/2017	Aug 2017 Payroll	19.50
Check Total					21.88

00004366	08/09/2017	CENTERP		CenterPoint Energy Services Retail LLC	
2762133-3	07/28/2017		08/04/2017	Jun Natural Gas - NGM811131	72.45
Check Total					72.45

00004367	08/09/2017	GRAOEDG		The Graphic Edge	
1122418	07/18/2017		08/04/2017	Staff Uniforms	256.73
Check Total					256.73

00004368	08/09/2017	HUBERT		Hubert Company	
505723	08/03/2017		08/09/2017	Cart & Potholders	790.37
Check Total					790.37

00004369	08/09/2017	MGTRUS		MG Trust Company	
2403B.404	08/14/2017		08/14/2017	Aug 2017 Payroll	226.36
Check Total					226.36

00004370	08/09/2017	NEBRASK3		IA/NE State Bank	
2FICA.404	08/14/2017		08/14/2017	Aug 2017 Payroll	204.52
2FICM.404	08/14/2017		08/14/2017	Aug 2017 Payroll	47.82
2USIT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	377.27
3FICA.404	08/14/2017		08/14/2017	Aug 2017 Payroll	204.52
3FICM.404	08/14/2017		08/14/2017	Aug 2017 Payroll	47.82
Check Total					881.95

00004371	08/09/2017	NEBRASK4		Nebraska Dept Of Revenue	
2NEIT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	98.22
Check Total					98.22

00004372	08/09/2017	NEBRASK5		Nebraska Retirement System	
2NTRT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	292.23
3NTRT.404	08/14/2017		08/14/2017	Aug 2017 Payroll	295.16

ALL Data

Check Register

 Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
				Check Total	587.39
00004373	08/09/2017	NEBRCOM		Nebraska Food Distribution	
20740	08/01/2017		08/09/2017	Commodities	3,274.29
				Check Total	3,274.29
00004374	08/09/2017	SCHSPECL		School Specialty, Inc	
208118548335	07/14/2017		08/04/2017	Cafeteria Tables	2,662.80
				Check Total	2,662.80
00004375	08/09/2017	SHTAXSER		S & H Tax Service	
2MEDR.404	08/14/2017		08/14/2017	Aug 2017 Payroll	94.32
				Check Total	94.32
2 - LUNCH FUND Totals:					9,584.64

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
Invoice	Invoice Date	PO Number	PO Date	Description	Amount

5 - DEPRECIATION FUND

Bank Account :E - Nebraska State Bank

00001108	08/09/2017	CONNPOIN		Connecting Point	
100090	06/29/2017		08/04/2017	Infrastructure Wiring	55,740.00
				Check Total	55,740.00
00001109	08/09/2017	H&RCONS		H & R CONSTRUCTION	
174500-1	07/22/2017		08/04/2017	Cement Replacement	17,147.00
				Check Total	17,147.00
				5 - DEPRECIATION FUND Totals:	72,887.00

Void Check Journal

Check Number	Check Date	Void Date	Vendor ID	Vendor Name		
Invoice	Invoice Date		PO Number	Description	Account Name	Amount
Journal Number: 582 Void Check Journal				Posted: 08/11/2017		
5 - DEPRECIATION FUND						
Bank Account :E - Nebraska State Bank						
00001108	08/09/2017	08/11/2017	CONNPOIN	Connecting Point		
100090	06/29/2017		08/04/2017	Infrastructure Wiring		
	5-2620-560-0			Technology		-55,740.00
					Check Total:	-55,740.00
00001109	08/09/2017	08/11/2017	H&RCONS	H & R CONSTRUCTION		
174500-1	07/22/2017			Cement Replacement		
	5-2620-520-0			Capital Outlay		-17,147.00
					Check Total:	-17,147.00
					5 - DEPRECIATION FUND Totals:	-72,887.00
					Report Total:	-72,887.00

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
Invoice	Invoice Date	PO Number	PO Date	Description	Amount

6 - EMPLOYEE BENEFIT FUND

Bank Account :F - Nebraska State Bank

00001235	08/09/2017	SHTAXSER	S & H Tax Service		
Aug2017	08/04/2017		08/04/2017	Sect 125 Admin Fees	252.00

Check Total	252.00
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6 - EMPLOYEE BENEFIT FUND Totals:	252.00
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Total of Checks Printed:	316,316.67
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ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
	Invoice	Invoice Date	PO Number	PO Date	Description

Amount

Deposits Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

DD	00001236	08/09/2017	HSACARSLA	Iowa-Nebraska State Bank	
	3HSACARSLA.40	08/14/2017		08/14/2017	Aug 2017 Payroll
	4				

87.98

Check Total 87.98

1 - GENERAL FUND Totals: 87.98

Total of Deposits Printed: 87.98

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
	Invoice	Invoice Date	PO Number	PO Date	Description

Amount

Deposit Emails

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

E	00001237	08/09/2017	HSA-CARRSH	State Nebraska Bank	
	3HSASC.404	08/14/2017		08/14/2017	Aug 2017 Payroll

248.07

Check Total 248.07

1 - GENERAL FUND Totals: 248.07

Total of Deposit Emails: 248.07

Report Total: 316,652.72

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00048612	08/11/2017	APPLECOM		Apple, Inc.	
4449760281	08/04/2017		08/11/2017	Mac Book Air	5,145.00
				Check Total	5,145.00
00048613	08/11/2017	CENTLINK		Century Link	
402287-2012 Aug	08/04/2017		08/11/2017	Aug Phone Service	313.37
402287-2943 Aug	08/04/2017		08/11/2017	Aug BB Phone Service	66.76
				Check Total	380.13
00048614	08/11/2017	CONNPOIN		Connecting Point	
100090-1	06/29/2017		08/11/2017	Backbone Rewire	55,740.00
				Check Total	55,740.00
00048615	08/11/2017	EGANSUPP		Egan Supply Co.	
269243	08/10/2017		08/11/2017	Supplies	950.12
				Check Total	950.12
00048616	08/11/2017	ESU1		ESU #1	
M-844	08/08/2017		08/11/2017	2017-18 Distance Learning Fees	6,319.16
				Check Total	6,319.16
00048617	08/11/2017	H&RCONS		H & R CONSTRUCTION	
174500-1A	07/22/2017		08/11/2017	Cement Replacement	17,147.00
				Check Total	17,147.00
00048618	08/11/2017	JENSENPUB		Jensen Publishing Inc	
56594	08/01/2017		08/11/2017	HPR Subscription	59.81
				Check Total	59.81
00048619	08/11/2017	LEWICLARK		Lewis and Clark Conference	
Aug2017	08/11/2017		08/11/2017	Conf Meeting	120.00
				Check Total	120.00
00048620	08/11/2017	NEBRASK3		IA/NE State Bank	
2FICA.405	08/14/2017		08/14/2017	Aug 2017 Payroll - B	76.37
2FICM.405	08/14/2017		08/14/2017	Aug 2017 Payroll - B	17.91
3FICA.405	08/14/2017		08/14/2017	Aug 2017 Payroll - B	76.37
3FICM.405	08/14/2017		08/14/2017	Aug 2017 Payroll - B	17.91
				Check Total	188.56
00048621	08/11/2017	NEBRASK5		Nebraska Retirement System	
2NTRT.405	08/14/2017		08/14/2017	Aug 2017 Payroll - B	71.57
3NTRT.405	08/14/2017		08/14/2017	Aug 2017 Payroll - B	72.29
				Check Total	143.86

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name Description	Amount
	00048622	08/11/2017	WAKEFIE8	Wakefield School Activities	
	Aug2017	08/11/2017		Transfer to Activities	25,000.00
Check Total					25,000.00
1 - GENERAL FUND Totals:					111,193.64

Void Check Journal

Check Number	Check Date	Void Date	Vendor ID	Vendor Name		
Invoice	Invoice Date		PO Number	Description		
Account			PO Date	Account Name		Amount
Journal Number: 591 Void Check Journal				Posted: 08/11/2017		
1 - GENERAL FUND						
Bank Account :A - Iowa-Nebraska State Bank						
00048617	08/11/2017	08/11/2017	H&RCONS	H & R CONSTRUCTION		
174500-1A	07/22/2017		08/11/2017	Cement Replacement		
	1-2600-318-1			Repairs/Contract Services		-8,573.50
	1-2600-318-2			Repairs/Contract Services		-8,573.50
				Check Total:		-17,147.00
00048622	08/11/2017	08/11/2017	WAKEFIE8	Wakefield School Activities		
Aug2017	08/11/2017			Transfer to Activities		
	1-8000-411-0			Activities		-25,000.00
				Check Total:		-25,000.00
1 - GENERAL FUND Totals:						-42,147.00
Report Total:						-42,147.00

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
Invoice	Invoice Date	PO Number	PO Date	Description	Amount

2 - LUNCH FUND

Bank Account :B - Iowa-Nebraska State Bank

00004376	08/11/2017	HOBART		Hobart Sales And Service	
OC76052	08/07/2017		08/11/2017	Annl Kitchen Inspection	329.00

Check Total	329.00
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2 - LUNCH FUND Totals:	329.00
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ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
Invoice	Invoice Date	PO Number	PO Date	Description	Amount

6 - EMPLOYEE BENEFIT FUND

Bank Account :F - Nebraska State Bank

00001236	08/11/2017	SHTAXSER		S & H Tax Service	
2014-15	08/04/2017		08/04/2017	Sec 125 Shortfall	273.49
2015-16	08/04/2017		08/04/2017	Sec 125 Shortfall	1,582.00
Check Total					1,855.49

6 - EMPLOYEE BENEFIT FUND Totals: **1,855.49**

Total of Checks Printed: **113,378.13**

Report Total: **113,378.13**

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
Invoice	Invoice Date	PO Number	PO Date	Description	Amount

Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00048623	08/11/2017	WAKEFIE8	Wakefield School Activities	
Aug2017-1	08/11/2017		Transfer to Activities	10,000.00

Check Total	10,000.00
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1 - GENERAL FUND Totals:	10,000.00
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ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	
Invoice	Invoice Date	PO Number	PO Date	Description	Amount

5 - DEPRECIATION FUND

Bank Account :E - Nebraska State Bank

00001110	08/11/2017	H&RCONS		H & R CONSTRUCTION	
174500-1B	07/22/2017		08/11/2017	Cement Repair	17,147.00

Check Total	17,147.00
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5 - DEPRECIATION FUND Totals:	17,147.00
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Total of Checks Printed:	27,147.00
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Report Total:	27,147.00
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ALL Data

Cash Summary Report

Arranged by:

Date Range: 07/01/2017 thru 07/31/2017

Fund ID

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
1	GENERAL FUND							
	1,361,150.38	-14,089.56	-505,701.90	0.00	841,358.92	0.00	0.00	841,358.92
2	LUNCH FUND							
	112,862.04	45.87	-4,869.41	0.00	108,038.50	0.00	0.00	108,038.50
3	BOND FUND							
	38,544.16	7.09	0.00	0.00	38,551.25	0.00	0.00	38,551.25
4	COOPERATIVE FUND							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	DEPRECIATION FUND							
	629,472.94	100,408.76	0.00	0.00	729,881.70	0.00	0.00	729,881.70
6	EMPLOYEE BENEFIT FUND							
	23,852.96	3.03	-252.00	0.00	23,603.99	0.00	0.00	23,603.99
7	SPECIAL BUILDING FUND							
	579,148.60	577.05	0.00	0.00	579,725.65	0.00	0.00	579,725.65
8	QUALIFIED CAPITAL PURPOSE UNDE							
	143,027.78	447.22	0.00	0.00	143,475.00	0.00	0.00	143,475.00
9	Interim							
	3,371.36	1,833.74	0.00	0.00	5,205.10	0.00	0.00	5,205.10
Report Totals:	2,891,430.22	89,233.20	-510,823.31	0.00	2,469,840.11	0.00	0.00	2,469,840.11

BUDGET REPORT

July 31, 2017

		Annual Budget	Monthly Expense	YTD	Budget Balance	Percent Remain
1100	General Ed	2,694,891.00	200,163.57	2,331,672.34	363,218.66	13.48%
1125	Flex Funding	40,763.00	19.50	23,726.34	17,036.66	41.79%
1150	LEP Plan	162,957.00	8,714.56	152,685.65	10,271.35	6.30%
1160	Poverty Plan	221,511.00	17,591.18	197,998.04	23,512.96	10.61%
1180	Technology	196,902.00	8,653.97	102,998.21	93,903.79	47.69%
1190	Pre-School	70,516.00	5,467.25	59,445.89	11,070.11	15.70%
1200/90	Special Education	951,806.00	128,966.65	855,964.88	95,841.12	10.07%
2100	Guid/Support Services	180,934.00	11,279.16	154,953.36	25,980.64	14.36%
2212/22	Staff Dev/Media Center	109,728.00	6,584.85	95,082.91	14,645.09	13.35%
2310	Board of Ed	68,975.00	769.97	61,751.62	7,223.38	10.47%
2320	Superintendent	168,648.00	13,232.01	145,606.87	23,041.13	13.66%
2400	Principal	295,328.00	22,919.45	270,778.83	24,549.17	8.31%
2510	Business	116,148.00	2,158.07	87,517.61	28,630.39	24.65%
2600	Plant Oper/Maint	469,108.00	44,252.02	303,556.22	165,551.78	35.29%
2750/60	Transportation	251,197.00	11,014.61	135,478.58	115,718.42	46.07%
3135	High Ability Grant	7,407.00	0.00	7,053.51	353.49	4.77%
3570	Teacher Evaluation Grant	0.00	0.00	3,876.08	(3,876.08)	0.00%
4200	Title I Part A	107,018.00	8,155.01	94,817.84	12,200.16	11.40%
4310	Title II Part A	12,002.00	1,360.95	7,006.71	4,995.29	41.62%
4400	ECSE/IDEA	96,872.00	13,952.25	98,600.00	(1,728.00)	-1.78%
4700	Perkins Grant	0.00	0.00	2,639.54	(2,639.54)	0.00%
4915	Title I Part C - Migrant	0.00	0.00	0.00	0.00	0.00%
4925	Title III - Limited English	9,943.00	0.00	6,655.51	3,287.49	33.06%
4992	REAP Grant	28,000.00	0.00	2,843.00	25,157.00	89.85%
6000	Summer School	7,852.00	446.87	6,951.68	900.32	11.47%
8000	Transfers	110,000.00	0.00	10,000.00	100,000.00	90.91%
<hr/>						
TOTAL		6,378,506.00	505,701.90	5,219,661.22	1,158,844.78	18.17%
<hr/>						
PREVIOUS YEAR		6,164,539.00	385,776.40	5,157,250.24	1,007,288.76	16.34%

GENERAL FUND - #195103
TREASURER'S REPORT AS OF JULY 31, 2017

BALANCE AS OF JULY 1, 2017	\$1,361,150.38
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REVENUE

WCS-General - Limited Computer Use	45.00	
Various Summer Insurance Premium Reimb.	53.60	
Brudigam Health Ins Reimb	589.50	
Meyer Enterprises - Van Mirror Replacement	406.57	
ESU #1 - Perkins Reimb	1,814.00	
SON - Title I Reimb	54,864.00	
Thurston County - Proceeds	846.07	
Dixon County - Proceeds	17,030.81	
Wayne County- Proceeds	10,699.17	
Bank - Interest	656.39	
TOTAL REVENUE		<u>\$87,005.11</u>

EXPENSES

July Payables	447,632.55	
July Payroll	159,164.02	
TOTAL EXPENDITURES		<u>\$606,796.57</u>

TOTAL		<u>\$841,358.92</u>
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GENERAL FUND AS OF JULY 31, 2017	\$841,358.92
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Current Cash Balance Report

Date: 09/01/2016 thru 07/31/2017

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ATHLETICS					
100 FOOTBALL	941.26	5,146.15	5,470.05	0.00	617.36
105 JH FOOTBALL	0.00	0.00	0.00	0.00	0.00
110 VOLLEYBALL	3,630.96	9,602.00	9,258.22	199.00	4,173.74
115 JH VOLLEYBALL	0.00	0.00	0.00	0.00	0.00
120 GIRLS GOLF	0.00	0.00	0.00	0.00	0.00
125 BOYS BASKETBALL	3,602.00	8,332.93	9,161.96	0.00	2,772.97
130 GIRLS BASKETBALL	2,193.95	1,925.35	2,974.18	0.00	1,145.12
135 JH BOYS BASKETBALL	0.00	0.00	0.00	0.00	0.00
140 JH GIRLS BASKETBALL	0.00	0.00	0.00	0.00	0.00
145 TRACK	0.00	0.00	0.00	0.00	0.00
150 JH TRACK	0.00	0.00	0.00	0.00	0.00
155 BOYS GOLF	0.00	0.00	0.00	0.00	0.00
160 NEW UNIFORMS	6,788.38	250.00	0.00	-4,260.00	2,778.38
170 WRESTLING	1,814.74	1,249.00	1,169.85	0.00	1,893.89
175 GEN ATHLETICS	13,999.61	38,353.33	41,891.17	4,051.00	14,512.77
180 JH WRESTLING	0.00	0.00	0.00	0.00	0.00
190 ACTIVITY PASSES	0.00	0.00	0.00	0.00	0.00
A ATHLETICS Totals:	32,970.90	64,858.76	69,925.43	-10.00	27,894.23
B CLASSES					
200 CLASS OF 2019 (11th Grade)	0.00	950.75	398.31	0.00	552.44
205 CLASS OF 2020 (10th Grade)	101.39	0.00	0.00	0.00	101.39
210 CLASS OF 2021 (9th Grade)	315.41	0.00	0.00	0.00	315.41
211 CLASS OF 2022 (8th Grade)	0.00	0.00	0.00	211.31	211.31
212 CLASS OF 2023 (7th Grade)	0.00	0.00	0.00	0.00	0.00
235 CLASS OF 2017	82.82	320.00	402.82	0.00	0.00
236 CLASS OF 2018	982.85	3,407.34	5,609.15	1,218.96	0.00
B CLASSES Totals:	1,482.47	4,678.09	6,410.28	1,430.27	1,180.55
C ORGANIZATIONS					
301 POWER DRIVE	1,140.74	0.00	0.00	0.00	1,140.74
302 FFA	160.42	0.00	-45.00	0.00	205.42
303 Speech Club	1,391.58	3,530.00	1,718.48	0.00	3,203.10
305 DISTRICT 7 FCCLA	1,215.12	2,029.00	2,071.81	36.00	1,208.31
306 MUSIC BOOSTERS	0.00	0.00	0.00	0.00	0.00
310 NATIONAL HONOR SOCIETY	4,007.23	498.00	1,540.45	763.15	3,727.93
315 FBLA	783.79	10,642.20	10,476.53	585.36	1,534.82
320 ANNUAL	3,049.77	3,248.00	10,991.98	0.00	-4,694.21
325 TOTAD	577.22	0.00	0.00	0.00	577.22
330 FCCLA	1,208.80	5,796.75	5,484.49	748.44	2,269.50
335 STUCO	1,919.84	0.00	1,105.22	503.04	1,317.66
340 SPEECH & DRAMA	0.00	34.00	2,005.01	0.00	-1,971.01
345 ONE ACT	0.00	0.00	509.15	0.00	-509.15
346 ART CLUB	1,824.55	1,506.00	2,841.49	854.63	1,343.69
385 LIBRARY	1,420.27	2,274.96	2,258.97	0.00	1,436.26
395 HOMECOMING	0.00	592.00	1,340.29	51.00	-697.29
501 HIGH SCHOOL SWING CHOIR	1,435.20	2,406.00	3,219.09	414.46	1,036.57
553 ELEMENTARY STUCO	854.16	81.73	192.88	0.00	743.01
C ORGANIZATIONS Totals:	20,988.69	32,638.64	45,710.84	3,956.08	11,872.57
D CONCESSIONS					
400 CONCESSIONS	0.00	16,183.00	10,518.27	-5,664.73	0.00
D CONCESSIONS Totals:	0.00	16,183.00	10,518.27	-5,664.73	0.00

ALL Data

Current Cash Balance Report

Date: 09/01/2016 thru 07/31/2017

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E MISC					
350 SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
502 YOUTH FOUNDATION	750.00	0.00	0.00	0.00	750.00
503 LOUNGE	1,736.64	975.65	545.80	0.00	2,166.49
505 CHECKING INTEREST	12,242.23	153.04	0.00	-54.11	12,341.16
510 CD INTEREST	2,557.16	35.14	0.00	0.00	2,592.30
520 ELEMENTARY	8,430.27	2,282.19	3,999.74	0.00	6,712.72
540 POP FUND	10,383.67	2,480.39	3,547.72	278.38	9,594.72
550 STUDENT FEES	240.00	0.00	0.00	0.00	240.00
555 WAKEFIELD PLAYGROUND FUND	500.00	0.00	0.00	0.00	500.00
560 MEMORIALS	200.00	0.00	0.00	0.00	200.00
576 PE UNIFORMS	585.00	414.00	1,080.00	0.00	-81.00
577 STATE TOURNAMENTS	5,093.66	1,302.38	5,019.70	0.00	1,376.34
E MISC Totals:	42,718.63	7,642.79	14,192.96	224.27	36,392.73
Z Inactive					
215 CLASS OF 2005	0.00	0.00	0.00	0.00	0.00
220 CLASS OF 2006	0.00	0.00	0.00	0.00	0.00
225 CLASS OF 2007	0.00	0.00	0.00	0.00	0.00
226 CLASS OF 2008	0.00	0.00	0.00	0.00	0.00
227 CLASS OF 2009	0.00	0.00	0.00	0.00	0.00
228 CLASS OF 2010	0.00	0.00	0.00	0.00	0.00
229 CLASS OF 2011	0.00	0.00	0.00	0.00	0.00
230 CLASS OF 2012	0.00	0.00	0.00	0.00	0.00
231 CLASS OF 2013	0.00	0.00	0.00	0.00	0.00
232 CLASS OF 2014	0.00	0.00	0.00	0.00	0.00
233 CLASS OF 2015	0.00	0.00	0.00	0.00	0.00
234 CLASS OF 2016	0.00	0.00	0.00	0.00	0.00
300 VOCAL/INSTRUMENTAL CONTESTS	0.00	0.00	0.00	0.00	0.00
355 ENTREPRENEURSHIP	0.00	0.00	0.00	0.00	0.00
360 CINCO DE MAYO	0.00	0.00	0.00	0.00	0.00
365 VICA	0.00	0.00	0.00	0.00	0.00
370 EMBROIDERY	0.00	0.00	0.00	0.00	0.00
390 STUDENT ASSISTANCE	500.00	0.00	0.00	0.00	500.00
405 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
551 5TH BUSINESS FAIR	0.00	0.00	0.00	0.00	0.00
552 TITLE I CARNIVAL	0.00	0.00	0.00	0.00	0.00
575 Wakefield VB	0.00	0.00	0.00	0.00	0.00
Z Inactive Totals:	500.00	0.00	0.00	0.00	500.00
Report Totals:	98,660.69	126,001.28	146,757.78	-64.11	77,840.08

SELECTED Data

Check Summary Report

Arranged by:
Check Date

Date: 09/01/2016 thru 08/01/2017

Check Number	Check / Status	Void Date	Vendor Name	PO Number	Description	Amount
06/06/2017						
009041	V	07/03/2017	The Booster Banner Store			0.00
07/07/2017						
009051	C	07/07/2017	Pac N Save			28.66
07/10/2017						
009052	C	07/10/2017	Staples Credit Plan		Hard Drive	109.99
07/25/2017						
009053	C	07/25/2017	Iris Borg		VB Camp	120.00
Report Total:						258.65

SELECTED

Receipt History Detail

 Arranged by:
 Receipt Date

Receipt Date	Receipt Number	Deposit Slip Number	Received From	Receipt Description	Amount
07/07/2017	000000		NSAA	Reimbursement	483.50
Date Total for 07/07/2017:					483.50
07/11/2017	000000		The Kula Foundation	Reb Robin	1.87
Date Total for 07/11/2017:					1.87
07/14/2017	000000		Softchoice	Snack Machine	35.99
Date Total for 07/14/2017:					35.99
07/24/2017	000000		First Choice Vending	Snacks	31.36
Date Total for 07/24/2017:					31.36
07/27/2017	000000		Football	Camp	130.00
07/27/2017	000000		VB	Camp	710.00
07/27/2017	000000		Lounge	Pop	244.85
Date Total for 07/27/2017:					1,084.85
07/31/2017	000000		Interest	July 2017	16.12
Date Total for 07/31/2017:					16.12
Report Total:					1,653.69



June 28, 2017

**SCHUMACHER, SMEJKAL,
BROCKHAUS & HERLEY, P.C.**

CERTIFIED
PUBLIC ACCOUNTANTS
& BUSINESS CONSULTANTS

Richard E. Schumacher

Scott T. Smejkal

Mark J. Brockhaus

Brock J. Herley



3403 27th Street
P.O. Box 280
Columbus, NE 68602-0280
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MEMBERS

American Institute of
Certified Public Accountants

Nebraska Society of
Certified Public Accountants

Wakefield Community School, Dist. No. 560
Attn: Mark Bejot
802 Highland Street
PO Box 330
Wakefield, Nebraska 68784

Schumacher, Smejkal, Brockhaus & Herley, P.C. is pleased to submit a proposal to perform an examination of the financial statements of the Wakefield Community School, District No. 560 (the District) for the years ended August 31, 2017, 2018, and 2019.

We believe there are a number of sound business reasons why you should select us as your independent certified public accountants and this letter summarizes those reasons.

We possess the following resources which will enable us to continue the confidence of a long-term relationship with the District:

- Your client service team would consist of outstanding professionals whose experience in serving clients provides the resources necessary to serve as your auditors and to assist in implementing your business strategies.
- Our firm has committed itself to providing audit services to our non-profit and governmental clients in the most up-to-date and efficient manner. We have introduced computerized audit programs into our examinations which enables us to be more efficient and to be able to concentrate more in the areas of administration and profitability of each client.

Our firm prides itself in providing quality, timely service. We realize the importance of client deadlines and we continually strive to meet all imposed deadlines. If engaged to conduct the audit, we feel confident that we can complete and deliver the District's reports to the Board of Education by the date requested.

The following items represent our firm's commitment in maintaining high level quality within our firm:

- All professional staff must participate in a minimum of forty hours of continuing, approved professional education each year. In addition, as a result of revisions to the Government Accounting Office's (GAO) "Government Auditing Standards," requiring additional governmental training, all personnel directly involved in governmental accounting and auditing are required to attend at least twenty-four hours of continuing education classes related to governmental auditing every two years including extensive training in the Single Audit Requirements. Such continuing education requirements are met through attendance at various conferences and education sessions, attendance at on-line webinars, viewing of educational videos, and in-house trainings.

- The firm is a member of the Division for Certified Public Accounting firms within the American Institute of Certified Public Accountants. Membership to this division is voluntary; however, as a result of such membership, the firm subjects itself to periodic peer reviews by other acknowledged professionals to assure appropriate quality levels of practice are maintained.

We propose the following fees to complete the audit for the years ended August 31, 2017, 2018, and 2019:

<u>Fiscal year ending</u>	<u>Audit*</u>	<u>Out-of-Pocket Costs</u>
August 31, 2017	\$ 9,485	Not to exceed \$150
August 31, 2018	9,485	Not to exceed \$150
August 31, 2019	9,485	Not to exceed \$150

* Fee includes financial statement audit and preparation of the Nebraska Department of Education Annual Financial Report.

If a Single Audit under Uniform Guidance is required, our fees would be an additional \$1,800 for up to two programs and \$800 for each additional program.

Should you have any questions concerning this proposal, Brock Herley is the contact person for the firm on this engagement.

Brock Herley
508 W Prospect Avenue
PO Box 368
Norfolk, Nebraska 68702-0368
(402) 379-2722
brockh@gotcpas.com

Sincerely,

SCHUMACHER, SMEJKAL, BROCKHAUS & HERLEY, P.C.
Certified Public Accountants

By: 
Brock Herley, CPA



**DANA F. COLE
& COMPANY** LLP
CERTIFIED PUBLIC ACCOUNTANTS

112 NORTH SIXTH STREET
PO BOX 359
O'NEILL, NEBRASKA 68763
T: 402.336.2030 F: 402.336.3276

DANACOLE.COM

June 14, 2017

Mr. Mark Bejot, Superintendent
Wakefield Community School
802 Highland Street
Wakefield, NE 68784

Dear Mr. Bejot:

We appreciate this opportunity to provide services to Wakefield Community School.

The enclosed provides information regarding our Firm, including a brief history, services we provide and our proposal to provide services. We take great pride in our Firm and believe we can provide the type of services you may need.

As you review this information, please do not hesitate to call us at 402.336.2030 if you have any questions or need further clarification.

Thank you for allowing us to prepare the enclosed proposal.

Yours truly,

LORI L. OLSON
For the Firm

e-mail: olson@danacole.com

LLO:ljm

Enclosures

PURPOSES & AIMS

Dana F. Cole & Company, LLP provides a broad range of professional services as well as specializes in several industries and technical areas. These services include tax services, estate and financial planning, accounting and auditing, general accounting, data processing, general business service and advice, management consulting, pension and profit sharing plans, and special projects. While we serve clients in virtually every major industry, some of the industries in which we serve a large number of clients are: agri business, colleges and universities, contractors, farming and ranching, financial institutions, governmental units, health care, manufacturing, non-profit organizations, professional and other services, retail, utilities and wholesale.

With our offices located in various communities and trade areas throughout Nebraska, Kansas, Michigan, Minnesota, Missouri and Wyoming, we serve our clients efficiently and effectively, respond to their needs in a timely manner, provide information that is pertinent to them, and are aware of local matters that affect them. When needed, we utilize other offices within our firm to assist with large clients, complex technical matters, and clients requiring special expertise. As a member of AGN International, we are able to call upon other member firms for national and international assistance and special expertise.

Our firm strives to continually improve the quality of service to our clients. We wish to maintain a long-term relationship with our clients and furnish them with the services they want and need. We continue to develop our industry and technical specialties, inform clients of the many services we provide and regularly review with our clients, their present situation, goals, needs and lifetime plans so that we may assist them in meeting the challenges of today and tomorrow.

While we have the expertise and background of a large professional organization, we operate in a personal environment through our local offices. This enables our firm to be more aware of what is happening in our clients' world.

Our firm remains committed to providing services in the best interest of our clients.

to note items of significance, assist in negotiations with banks, provide guidance and assistance in establishing a business, assist with implementation and review of matters related to a specific profession, such as fee schedules.

We provide electronic newsletters describing in non-technical terms, the latest developments in accounting, financial reporting, taxation, and specific items of importance to the particular profession. In addition, we will conduct seminars on current issues affecting these matters.

QUALITY CONTROL

Our firm is committed to the maintenance of the highest standards of professionalism and quality control. Accordingly, we support the nine elements of quality control as prescribed and adopted by the American Institute of Certified Public Accountants.

Our firm and each one of our partners and staff who are certified public accountants are members of the American Institute of Certified Public Accountants and various State Societies of Certified Public Accountants. In addition, our firm is a member of AGN International. This organization is an association of certified public accounting firms located throughout the world who are dedicated to the development and maintenance of the highest professional standards. Among the requirements for membership in the association is the development of a comprehensive quality control system. We feel our membership in AGN International and our internal quality control system enable us to offer our clients the highest level of quality in professional services.

Our firm is a registered member of the Private Companies Practice Section, the Center for Audit Quality and the Employee Benefit Plan Audit Quality Center. We successfully completed our eleventh peer review in July of 2014. We have also completed the continuing education qualification requirements of the government auditing standards.

UNDERSTANDING OF THE ENGAGEMENT

We understand the engagement to be preparation of audited financial statements and compilation of the Annual Financial Report (AFR) for the Wakefield Community School for the years ending August 31, 2017, 2018 and 2019.

The audit will be conducted in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards*.

The engagement includes filing with the State Auditor's office by November 5 of each year as well as filing the AFR with the Nebraska Department of Education by November 1.

PROPOSED FEES

Our maximum fees, based upon our understanding of the engagement, will be as follows:

<u>For the Year Ending</u>	<u>Fees</u>
August 31, 2017	\$8,400
August 31, 2018	\$8,700
August 31, 2019	\$9,100

This proposal provides for twelve paper copies and one electronic copy of the report. Additional copies will be provided at a nominal fee.

We will be pleased to meet with you at various times throughout the year to discuss tax, accounting and auditing matters affecting Wakefield Community School. You should feel free to call us at any time in this regard. Our fee for this service would normally be at no charge for a short discussion or telephone response to questions. However, if the matter developed into the preparation of a report, budget, plan or research, it would be billed at our normal rates for the individuals involved ranging from \$75 to \$210 per hour, or a specific fee to be quoted.

Statements would be rendered monthly for any services provided. Payments of said statements are due within thirty days.

Upon acceptance of our proposal, an engagement letter outlining the terms and our understanding of this engagement would be prepared for approval by the appropriate parties.

LORI L. OLSON, CPA

112 N. Sixth Street

O'Neill, NE 68763

402.336.2030

**EDUCATION &
CERTIFICATION**

Bachelor of Science Degree, University of Nebraska, May 1979.
Nebraska licensed CPA.

EXPERIENCE

Dana F. Cole & Company, LLP since 1979. Staff accountant, senior accountant, supervisor, manager and a partner in the firm since 1994.

Income tax preparation for individuals, corporations, partnerships and not for profit organizations; fieldwork and supervision of others on compilation, review and audit engagements for commercial and non-profit entities; audits of governmental units including school districts, colleges, counties, cities and other entities requiring audits under Government Audit Standards including the Single Audit Act, where applicable.

**PROFESSIONAL
MEMBERSHIP**

American Institute of Certified Public Accountants
Nebraska Society of Certified Public Accountants

**PROFESSIONAL
EDUCATION**

Attends at least 56 hours of professional education classes each year. A minimum of 40 hours each year is directly related to accounting and auditing.

- Annual Accounting and Auditing Update Regarding Standards, Procedures, Reporting and Documentation
- Annual Compilation and Review Update Regarding Reporting
- Annual Government Accounting and Auditing Update Regarding Standards, Procedures, Reporting and Documentation, Including the Yellow Book Updates
- Annual Non-Profit Accounting and Auditing Updates Regarding Standards, Procedures, Reporting and Documentation
- Audit Requirements of the Single Audit
- Annual Auditing Update for Employee Benefit Plans
- Annual Update on Audit and Reporting Requirements for School Districts
- Risk Assessment Standards Update
- Workshop on Fraud and Internal Control
- FASC Standards Codification
- Annual Update of Student Financial Aid Audits
- Annual Update of Tax Laws and Regulations
- Accounting and Auditing Professional Ethics

AMANDA J. KEYS, CPA
1248 O Street, Suite 500
Lincoln, NE 68508
402.479.9300

**EDUCATION &
CERTIFICATION**

Bachelor of Science Degree, Agribusiness.
University of Nebraska, Lincoln, May 2014.
Master of Professional Accountancy.
University of Nebraska, Lincoln, August 2015.

EXPERIENCE

Dana F. Cole & Company, LLP, since 2014. Currently a staff accountant.

Income tax preparation for individuals, corporations, partnerships and not for profit organizations; fieldwork on compilation, review and audit engagements for commercial and non-profit entities; audits of governmental units including school districts, colleges, counties and cities and other entities requiring audits under Government Audit Standards including the Single Audit Act, where applicable.

**PROFESSIONAL
EDUCATION**

Attends at least 56 hours of professional education classes each year. A minimum of 40 hours each year is directly related to accounting and auditing.

- Annual Accounting and Auditing Update Regarding Standards, Procedures, Reporting and Documentation
- Annual Compilation and Review Update Regarding Reporting
- Annual Government Accounting and Auditing Update Regarding Standards, Procedures, Reporting and Documentation, Including the Yellow Book Updates
- Annual Non-Profit Accounting and Auditing Updates Regarding Standards, Procedures, Reporting and Documentation
- Audit Requirements of the Single Audit
- Annual Auditing Update for Employee Benefit Plans
- Annual Update on Audit and Reporting Requirements for School Districts
- Risk Assessment Standards Update
- Workshop on Fraud and Internal Control
- FASC Standards Codification
- Annual Update of Tax Laws and Regulations
- Accounting and Auditing Professional Ethics



Fowler, Holley, Rambo & Stalvey, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
BUSINESS CONSULTANTS

Curtis G. Fowler, CPA, PFS, CFP® • Carlton W. Holley, CPA • C. Wayne Rambo, CPA, CVA • Richard A. Stalvey, CPA

3208 Wildwood Plantation Drive • Post Office Box 1887 • Valdosta, GA 31603-1887 • (229) 244-1559 • (800) 360-3123 • Fax (229) 245-7369

System Review Report

July 30, 2014

To the Partners of
Dana F. Cole & Company, LLP
and the Peer Review Committee of the Nevada Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Dana F. Cole & Company, LLP (the firm) in effect for the year ended February 28, 2014. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of our peer review, we considered reviews by regulatory entities, if applicable, in determining the nature and extent of our procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Dana F. Cole & Company, LLP in effect for the year ended February 28, 2014, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Dana F. Cole & Company, LLP has received a peer review rating of *pass*.

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AUDIT PROPOSAL

WAKEFIELD COMMUNITY SCHOOL

Prepared by: Michael J. Pommer, CPA

**Michael J. Pommer, CPA
P.O. Box 479
Wakefield, NE 68784
(402) 287-2060**

TRANSMITTAL LETTER

Wakefield Community School Board
Wakefield, NE 68784

Re: Audit Proposal Information

Enclosed is my audit proposal information for audit of financial records, in a one-year and three-year annual audit contract for the fiscal years ended August 31, 2017, 2018, and 2019. The proposal contains pertinent information about my firm, an understanding of services to be provided, and a fee schedule.

Please let me know if I can be attendance when the proposals are reviewed, so I can answer any questions the Board may have. I can also be available to answer any questions the Board may have upon review of this proposal via cell phone at (402) 369-2117, or you can also contact me by email, at pommern@yahoo.com, or at my business office number shown on the letterhead above.

Thank you to the Board for your time and consideration of this proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael J. Pommer", with a stylized flourish at the end.

Michael J. Pommer, CPA

**WAKEFIELD COMMUNITY SCHOOL
AUDIT PROPOSAL
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WAKEFIELD COMMUNITY SCHOOL AUDIT PROPOSAL

Firm Profile, Experience, and Qualifications

Michael J. Pommer, CPA is a local firm with main office located in Wakefield, Nebraska and a satellite office in Hartington, Nebraska. Mr. Pommer is a sole proprietor and the only professional staff member in the firm. The firm's telephone number at the Wakefield office is (402) 287-2060. He can also be reached by cellular phone at (402) 369-2117. Because he is the only permit holder in the firm, Mr. Pommer has formed a network of fellow CPAs with whom he can consult on various issues, including a pre-issuance review of audit work performed. All audit work would otherwise be performed by Mr. Pommer, who is also the contact person if any questions should arise.

Mr. Pommer has operated as a firm owner and audit manager for the past twelve years, and has audit staff member experience of five years prior to operating as a sole proprietor. Mr. Pommer has been involved in governmental auditing since entering the profession upon graduation from college in 1996. He obtained his CPA license in 1999 and is currently licensed in both Nebraska and South Dakota. Mr. Pommer has met all of the governmental auditing continuing education requirements, which include at least 80 hours of continuing education in a two-year period which directly enhance the governmental auditor's ability to perform such services.

Mr. Pommer's firm has been involved with governmental audits for the past twelve years, the majority of which are counties and school district audits. Currently, Mr. Pommer serves as auditor for the six governmental entities listed below, with contact information provided for references:

Elgin Public School Dan Polk, Supt. P.O. Box 399 Elgin, NE 68636 (402) 843-2455	Hartington-Newcastle School A.J. Johnson, Supt. 501 S. Broadway Hartington, NE 68739 (402) 254-3947	Randolph Pub. School Jeff Hoelsing, Supt. P.O. Box 755 Randolph, NE 68771 (402) 337-0252
Niobrara Pub. School Margaret Sandoz, Supt. PO Box 310 Niobrara, NE 68760 (402) 857-3322	Educational Svc. Unit 1 Bill Heimann, Admin. 211 Tenth St. Wakefield, NE 68784 (402) 287-2061	Pender Public School Jason Dolliver, Supt. 609 Whitney Pender, NE 68047 (402) 385-3244

In addition to the audit clients listed, Mr. Pommer also serves in the auditor capacity for several other school districts, municipalities, and counties. Additional detailed information can be made available upon request.

WAKEFIELD COMMUNITY SCHOOL AUDIT PROPOSAL

In addition to auditing for these types of governmental entities, Mr. Pommer has also worked extensively with Nebraska budget laws and preparation in regards to these governmental entity types. The majority of the audited financial statements are in conformity with the cash or modified cash basis of accounting, which is a basis of accounting other than generally accepted accounting principles (GAAP). Mr. Pommer has also performed several audits of federal awards for the above types of governmental entities, as required by the OMB Uniform Guidance.

An integral part of the audit process involves review of internal control and administrative policies and procedures. Significant deficiencies in these areas are required to be reported in the audit. In the past, Mr. Pommer has always made an effort to provide clients with suggestions relating to the improvement of these areas, particularly within the accounting area. Mr. Pommer has also provided consultation to several of his governmental clients, particularly in relation to budgetary concerns and capital projects management.

As defined by applicable auditing standards, Mr. Pommer is independent with respect to Wakefield Community School. Mr. Pommer has never been the object of any disciplinary action by a State or federal governing body, nor has he been suspended or prohibited from performing government audits. Internal quality review includes the implementation of AICPA and GASB developed programs to insure compliance with all applicable rules and regulations for a particular engagement. The firm is required to undergo an external quality review performed by an independent Certified Public Accountant every three years (just completed in January 2017), and has also submitted audit reports to the State Board of Accountancy for review in the past as well, all to ensure the quality of the audit work being performed. The most recently completed external quality review report, which shows a rating of pass with no deficiencies, will be shared if requested.

WAKEFIELD COMMUNITY SCHOOL AUDIT PROPOSAL

Scope of Services, Proposed Schedule, and Fees

It is the firm's understanding that financial and compliance audits will be performed for Wakefield Community School for fiscal years ending August 31, 2017, 2018, and 2019, in accordance with Government Auditing Standards, issued by the Comptroller General of the United States in its most current version, the AICPA Guide for Audits of State and Local Government Units, the provisions of the Single Audit Act Amendments of 1996 and the requirements of the OMB Uniform Guidance (if applicable), and other pertinent rules and regulations set forth by the applicable regulators, including the Nebraska Department of Education.

The audits will cover the entire operations of Wakefield Community School and the annual reports will include a report cover, table of contents, independent auditor's report, supplementary information, appropriate financial statements and supporting schedules, informative disclosures, and auditor's report on the study and evaluation of the internal control systems, and compliance with laws and regulations. The reports will also include management letters, which would include recommendations affecting the financial statements, internal control, accounting systems and methods, legality of actions, and other matters as appropriate. If applicable, the reports would also contain opinions and schedules related to Federal assistance, in compliance with the OMB Uniform Guidance.

Upon acceptance of this proposal, the audit planning phase would continue immediately. Fieldwork would begin during September or October after the close of each of the fiscal years, and would conclude no later than the end of October. Total anticipated hours for all phases of the audit would be between 60 and 80 hours. The final reports would be delivered prior to any mandated due dates. Mr. Pommer would present the final report to the Board at a regularly scheduled meeting following the issuance of the final report, if so desired.

The bid to complete the aforementioned professional services is as follows: a three-year proposal as follows: \$3,000 for fiscal year ended August 31, 2017, \$4,000 for fiscal year ended August 31, 2018, and \$5,000 for fiscal year ended August 31, 2019. Alternatively, I am presenting a one-year proposal as well, if so desired by the Board as follows: \$5,000 for fiscal year ended August 31, 2017. Out-of-pocket expenses and travel are immaterial to the proposal and are not billed out by Mr. Pommer. Mr. Pommer's hourly rate varies from \$50 to \$100 per hour depending on the type of work being performed. It is understood that these bid amounts are not to be exceeded, unless adjusted due to mutually agreed upon extenuating circumstances, for which an amendment to the contract would be completed in writing by both parties.

Wakefield Public School / Value Package			With 90% co-insurance	With 100% co-insurance
			on Property	on Property
	2015-2016	2016-2017	2017-2018	2017-2018
	EMC			
Umbrella	\$4,101.00	\$4,147.00	\$4,168.00	\$4,168.00
E & O	\$1,850.00	\$2,268.00	\$2,268.00	\$2,268.00
Commercial Auto	\$6,796.00	\$6,712.00	\$6,906.00	\$6,906.00
Property - Premium	\$20,285.00	\$24,203.00	\$24,345.00	\$24,990.00
	\$16,294,689.00	\$19,297,980.00	\$21,469,600.00	\$21,469,600.00
Crime		\$403.00	\$403.00	\$403.00
General Liability	\$2,983.00	\$3,308.00	\$3,308.00	\$3,308.00
Inland Marine	\$2,075.00	\$2,241.00	\$1,194.00	\$1,194.00
Data Compromise	\$372.00	\$372.00	\$444.00	\$444.00
\$50,000 Response				
Expense Aggregate				
Terrorism Package	Included	Included	Included	Included
Umbrella	Included	Included	Included	Included
Boiler				
Total	\$38,737.00	\$43,929.00	\$43,036.00	\$43,681.00
Z				
Bonds - Treasurer & Superintendent	\$275.00	\$275.00	\$275.00	\$275.00

5018

Parent and Guardian Involvement In Education Practices

The school district recognizes the importance of parental and guardian involvement in the education of their children. The school district will take the following steps to ensure that the rights of parents and guardians to participate in the education of their children are preserved.

1. Parents/Guardians will be provided access, as described in district procedures, to district-approved textbooks and other curricular materials and tests used in the district upon request.
 - a. A parental request to review specific approved textbooks and other district- or building-approved curricular materials (written, visual, and audio) should be made to the principal of the building where the textbooks and curriculum materials are used.
 - b. Parents may check out textbooks and may review curricular materials such as video and audio recordings within a time frame determined by the building principal to prevent disruption of the instructional process.
 - c. A parental request to review specific standardized and criterion-referenced tests used in the district should be made in writing to the building principal. Copies of the most recent tests used in the district will be available for parent review. Parents wishing to review statewide NeSA assessments will be provided with sample questions and a copy of a practice test, but will not be provided with copies of the actual assessment due to testing security. In the case of other secure tests such as the ACT, parents must contact the publisher to obtain copies of the test.
2. Parents/Guardians will be permitted, within district procedures, to attend and observe courses, assemblies, counseling sessions, and other instructional activities.
 - a. Parents/guardians are invited to make appointments with the building principal to visit classes, assemblies and other instructional activities. The principal shall give permission after determining that parental/guardian observation would not disrupt the activity. Observations that last more than 60 minutes or occur on consecutive days are typically disruptive and will not be permitted absent unusual circumstances, in the sole discretion of the building principal.

- b. Parents/guardians may contact the building principal to request permission to attend counseling sessions in which their child is involved.
- 3. Parents/guardians will be permitted, within district procedures, to ask that their children be excused from school experiences that parents find objectionable.
 - a. Building principals may excuse a student from any single school experience at the parent's written request.
 - b. When appropriate, alternative experiences will be provided for the student by the school.
- 4. Parents/guardians will be informed through the student handbook and district policies of the manner that the district will provide access to records of students.
- 5. Parents/guardians will be informed of the standardized and criterion-referenced district testing program. Parents may request additional information from the building principal.
- 6. Parents/guardians will be informed of the circumstances under which they may opt-out of state and federal assessments.
 - a. In accordance with federal law, at the beginning of the school year, the District shall provide notice of the right to request a copy of this policy to parents/guardians of students attending schools receiving Title I funds. The District will provide a copy of this policy to a requesting parent in a timely manner.

- b. State Assessments

The District cannot approve requests to opt out of state assessments. Approval of such requests is contrary to state law.

- c. National Assessment of Educational Progress

As a condition of receiving federal funds, the District participates in the National Assessment of Educational Progress (NAEP). To help ensure that the District has a representative sample of

students taking the NAEP, which will allow the District to assess the quality and effectiveness of its programming on a national level, the District strongly encourages all eligible students to participate. However, student participation in NAEP is voluntary.

The District shall provide parents/guardians of eligible students with reasonable notice prior to the exam being administered. Parents/guardians wishing to opt their students out of the NAEP assessment must notify the district in writing at least three days prior to the exam date to ensure that the District can coordinate supervision and alternative activities for students who have opted out.

7. Parents/guardians will be notified of their right to remove their children from surveys prior to district participation in surveys.
 - a. The principal must approve all surveys intended to gather information from students before they are administered to students.
 - b. Students' participation in surveys is voluntary. Parents/guardians may restrict their child from participating in any survey.

Adopted on: 6/14/2010
Revised on: 7/13/2017
Reviewed on: 8/14/2017

5057

Parental Involvement In the Title I Program

The school district will jointly develop with parents a School-Parent-Student Compact that outlines shared responsibility for improved student academic achievement.

The school district recognizes the unique needs of students who are being served in its Title I program, and the importance of parental involvement in the Title I program. Parental Involvement in the Title I Program shall include, but is not limited to:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students or announcements in the school newsletter. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. An explanation of the details for the child's participation, including but not limited to: curriculum objectives, type and extent of participation, parental input in educational decisions, coordination and integration with other district programs, and evaluations of progress. This information may be included in the annual Title I Individual Education Plan (IEP) for the student.
3. Opportunities for parent involvement activities such as training on ways to support children's learning. This opportunity may include, but is not limited to, attendance at the annual Nebraska State Title I Parent Involvement Conference. The goal of these parent activities is to provide parents with opportunities to participate in decisions relating to the education of their students, where appropriate.
4. The district will, to the extent practicable, provide parents of limited English proficiency, parents with disabilities, and parents of migratory children with opportunities for involvement in the Title I Program. Communication to parents about student progress will be provided in the language used in the. Responses to parent concerns will be provided in a timely manner.
5. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by school district staff.
6. The District will coordinate and integrate parental involvement programs and activities with other community programs. These may include cooperation with other community programs such as Head Start and preschools and other community services such as the public library.

This policy shall be reviewed annually at the annual meeting where concerned parties can have a conversation about possible changes to the Parental Involvement Policy, and the board shall either (1) alter the policy and adopt it as altered, or (2) reaffirm the policy, following a public hearing.

Adopted on: 6/14/2010
Revised on: 7/11/2016
Reviewed on: 8/8/2016 8/14/2017

Parent-School Learning Compact
Wakefield Community School
2017 / 2018 School Year

Teacher:

It is important that students achieve. I agree to do the following:

1. Provide high-quality curriculum and instruction to enable children to meet state academic achievement standards.
2. Regularly communicate with you on your child's progress.
3. Provide a safe, positive, and healthy learning environment for your child.
4. Demonstrate professional behavior and positive attitude.
5. _____

Teacher Signature _____

Parent / Caring Adult:

I want my child to achieve; therefore I will encourage him/her by doing the following:

1. Communicate and work with teachers and school staff to support and challenge my child.
2. Make sure my child is at school every day and on time, unless he/she is ill.
3. See that my child has the necessary supplies needed throughout the school year.
4. Provide a quiet place and time to do schoolwork and encourage my child to complete schoolwork.
5. _____

Parent Signature _____

Student:

I know my education is important to me. It is important that I work to the best of my ability. I agree to do the following:

1. Be at school every day and on time unless I am sick.
2. Come to school each day prepared with supplies and an attitude to learn.
3. Be responsible for my own behavior.
4. Respect and cooperate with other students and adults.
5. Return completed schoolwork on time.
6. Read at home.
7. Student responsibility to ask for help from teachers and para-educators.
8. _____

Student Signature _____

5045 Student Fees

The school district shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

A. Definitions.

1. “Students” means students, their parents, guardians or other legal representatives.
2. “Extracurricular activities” means student activities or organizations that (1) are supervised or administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.
3. “Post-secondary education costs” means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

B. Listing of Fees Charged by this District.

1. **Guidelines for Clothing Required for Specified Courses and Activities.** Students are responsible for complying with the district’s grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.
2. **Safety Equipment and Attire.** The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. **Personal or Consumable Items.** The district does not provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.
4. **Materials Required for Course Projects.** The district does not provide students with the materials necessary to complete all curricular projects. In courses where students produce a project that requires more than minimal cost for materials, the finished product will remain the property of the district unless the students either furnish or pay for the reasonable cost of materials required for the course project.

The maximum dollar amount charged by the district for course materials shall be:

- | | |
|--|--|
| ▪ Industrial Technology Classes projects | \$5/semester,

are \$5 - \$800, depending upon the choice for materials for personal projects. |
| ▪ Art Classes | \$5/semester, plus \$5-\$50 depending choice of materials and projects. |
| ▪ Family and Consumer Science Classes | \$5/semester, plus \$5-\$50 depending on choice of materials and projects. |
| ▪ Physical Education | Uniform fee of \$12 \$14 is Student's responsibility, Also shoes, undergarments and ungraded off campus activities. |

5. **Extracurricular Activities.** The district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of

district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. The coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

The following list details the maximum dollar amount of all extracurricular activities fees and the specifications for any equipment or attire required for participation in extracurricular activities:

- Student activity card \$30
Covers admission to all home extracurricular events
- Student participation fee \$20
Required of all students who participate in athletics and/or other extracurricular activities
- Future Business Leaders of America \$15
- FCCLA \$15
- National Honor Society \$15
- Football students must provide their own football shoes, undergarments, and mouth guards
- Golf students must provide their own golf shoes, undergarments, and clubs
- Track, Volleyball, Wrestling and Basketball students must provide their own shoes and undergarments
- FCCLA \$15 dues, cost of attendance at state & national conventions are student's responsibility.
- FFA student must purchase their own FFA jackets and pay dues of \$30.

6. **Post-Secondary Education Costs.** Some students enroll in postsecondary courses while still enrolled in the district's high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit only or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

7. **Transportation Costs.** The district will charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

The maximum dollar amount of the transportation fee charged by this district shall be \$10.

8. **Copies of Student Files or Records.** The district will charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district will charge a fee of \$.10 per page for reproduction of student records.

9. **Participation in Before-and-After-School or Pre-Kindergarten Services.** The district may charge reasonable fees for participation in before-and-after school or pre-kindergarten services offered by the district pursuant to statute.

10. **Participation in Summer School or Night School.** The district may charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses.

11. **Charges for Food Consumed by Students.** The district will charge for items that students purchase from the district's breakfast and lunch

programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

The maximum dollar amount charged by the district for the breakfast and lunch programs is as follows:

- Breakfast Program – Grades PreK-12
 - Regular Price \$1.20
 - Reduced Price \$0.30
 - Milk Price \$0.30

- Lunch Program – Grades PreK-6
 - Regular Price \$2.10¹⁵
 - Reduced Price \$0.40
 - Milk Price \$0.30

- Lunch Program – Grades 7-12
 - Regular Price \$2.50⁶⁰
 - Reduced Price \$0.40
 - Milk Price \$0.30

12. Charges for Musical Extracurricular Activities. Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- Band Students must provide their own instruments and marching band shoes, which must be white, rubber-soled sneakers

- Swing Choir Students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$100.

13. Contributions for Junior and Senior Class Extracurricular Activities. Students are eligible to participate in a number of unique extracurricular activities during their last two years in high school, including prom, various

senior recognitions, and graduation. In order to fund these extracurricular activities, the school district will ask each student to make a contribution to their class's fund. This contribution is completely voluntary. Students who chose not to contribute to the class fund are still eligible to participate in the extra activities. The suggested donation to the class fund will be \$0-\$100.

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

The district will, when appropriate, request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements and staff members of the district are directed to clearly communicate that fact to students, parents and patrons.

F. Fund-Raising Activities

Students may be permitted or required to engage in fund-raising activities to support various curricular and extracurricular activities in which they participate. Students who decline to participate in fund-raising activities are not eligible under this policy for waiver of the costs or fees which the fund-raising activity was meant to defray.

G. Student Fee Fund.

The school board hereby establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

CERTIFICATION

On the ~~8th~~^{14th} day of August, 201~~6~~⁷, the Board of Education of Wakefield Public Schools held a public hearing on a proposed student fee policy. The hearing followed a review of the amount of money collected from students pursuant to, and the use of waivers provided in, the student fee policy for the 201~~6~~⁷-201~~7~~⁸ school year. This student fee policy was then adopted by a majority vote of the school board at an open public meeting conducted in compliance with the Open Meetings Act.

Mark Bejot
Superintendent of Schools

Adopted on: 6/14/2010
Revised on: ~~8/8/2016~~ 8/14/2017
Reviewed on: ~~8/8/2016~~ 8/14/2017

5054 Student Bullying

Bullying Prohibited. Students are prohibited from engaging in any form of bullying behavior. Without limiting any definition of bullying under any state or federal law or regulation, bullying behavior, as used herein, refers to the use of physical force or verbal, nonverbal, written, and electronic communication (including but not limited to instant messaging, text messaging, e-mailing, and using websites) to threaten, intimidate, ridicule, humiliate, or harass any person.

Disciplinary Consequences. The disciplinary consequences for bullying behavior will depend on the frequency, duration, severity and effect of the behavior.

A student who engages in bullying behavior on school grounds, in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or his or her designee, or at school-sponsored activities or school-sponsored athletic events may be subject to disciplinary consequences including but not limited to long-term suspension, expulsion, or mandatory reassignment.

Without limiting the foregoing, a student who engages in bullying behavior that materially and substantially interferes with or disrupts the educational environment, the district's day-to-day operations, or the education process, regardless of where the student is at the time of engaging in the bullying behavior, may be subject to discipline to the extent permitted by law.

Bullying Prevention and Education. Students and parents are encouraged to inform teachers or administrators orally or in writing about bullying behavior or suspected bullying behavior. School employees are required to inform the administrator of all such reports. The appropriate administrator shall promptly investigate all such reports. Each building shall engage in activities which educate students about bullying, bullying prevention and digital citizenship.

Policy Review. The school district shall review this policy annually.

Adopted on: 6/14/2010

Revised on: 10/10/2016

Reviewed on: ~~10/10/2016~~ 8/14/2017

Apple Inc. Education Price Quote

Customer: Sarah Rusk
WAKEFIELD COMMUNITY SCHOOL
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Apple Inc:

Karen Dunlap
5505 W Parmer Lane Bldg 7
MS: 581-IES
Austin, TX 78727-6524
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Extended EDU List Price Total	13,437.00
Total Discount	536.00
Extended Discounted Price Subtotal	12,901.00
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Mfg Part No	Description	Quantity	Unit	Extended
1LF93UT#ABA	HP ProBook 450 G3 15.6" LCD Notebook - Intel Core i5 (6th Gen) i5-6200U Dual-core (2 Core) 2.30 GHz - 8 GB DDR4 SDRAM - 256 GB SSD - Windows 7 Professional 64-bit (English) upgradable to Windows 10 Pro - 1920 x 1080 - Gravity Black DVD-Reader - Intel HD Graphics 520 DDR4 SDRAM - Bluetooth - English Keyboard - Front Camera/Webcam - IEEE 802.11a/b/g/n/ac - Gigabit Ethernet - Network (RJ-45) - HDMI - 2 x USB 3.0 Ports HP Inc. UPC: 190781664642, Part No.: 7413163	10	\$796.00	\$7,960.00
Y9F95UT#ABA	HP ProBook 450 G4 15.6" Notebook - Intel Core i5 (7th Gen) i5-7200U Dual-core (2 Core) 2.50 GHz - 8 GB DDR4 SDRAM - 256 GB SSD - Windows 10 Pro 64-bit (English) DVD-Writer - Intel HD Graphics 620 DDR4 SDRAM - Bluetooth - English Keyboard - Front Camera/Webcam - IEEE 802.11a/b/g/n/ac - Ethernet - Network (RJ-45) - 2 x USB 3.0 Ports HP Inc. UPC: 190780644614, Part No.: 6515294	10	\$824.00	\$8,240.00
Y9F96UT#ABA	HP ProBook 450 G4 15.6" Touchscreen Notebook - Intel Core i5 (7th Gen) i5-7200U Dual-core (2 Core) 2.50 GHz - 8 GB DDR4 SDRAM - 256 GB SSD - Windows 10 Pro 64-bit (English) - 1366 x 768 DVD-Writer - Intel HD Graphics 620 DDR4 SDRAM - Bluetooth - English Keyboard - Front Camera/Webcam - IEEE 802.11a/b/g/n/ac - Gigabit Ethernet - Network (RJ-45) - 2 x USB 3.0 Ports HP Inc. UPC: 190780644638, Part No.: 6515295	10	\$824.00	\$8,240.00

Subtotal: \$24,440.00

Tax: Exempt

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Total: \$24,440.00

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Terms: Terms

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