

Board of Education Regular Meeting

Monday, October 9, 2023 6:00 PM

Library Flex Room
230 Calkins Avenue
Elm Creek, NE 68836-0490

1. Call to Order
2. Flag Salute
3. Open Meeting Act
 - 3.1. The "Open Meetings Act" has been duly posted at the front of the room. It has also been advertised in the Beacon-Observer Newspaper ahead of time.
4. Roll Call
 - 4.1. - Excuse Absent Board Members
5. Approval of Agenda
6. Citizens Comments

The purpose of public participation is not to provide an opportunity for the board to act upon matters concerning the public, but instead, it is a forum for the public to provide information and be heard by the members of the board. To acknowledge the purpose of public participation, the chair may wish to recognize the public comment received during this portion of the agenda, while emphasizing the board will not respond and/or act pertaining to matters brought before the board.

7. Consent Agenda
 - 7.1. Elm Creek Public Schools Mission Statement:
At Elm Creek Public Schools we will:
Be Kind
Be Respectful
Be Responsible
Be Trustworthy
Be Accountable
Be Honest
and Give Great Effort.
 - 7.2. Minutes
 - 7.3. Claims
 - 7.4. Treasurer's Report
8. Information Items
 - 8.1. Kent Cordes will give an update on the elementary construction project.
 - 8.2. Appoint local delegate to NASB Delegate Assembly
 - 8.3. Policies for Approval
 - 3059 - Audio and Video Recording
 - 5003 Admission of Part-Time Students
 - 5004 Option Enrollment
 - 6038 Artificial Intelligence

- 8.4. Superintendent Search
- 9. Action Items
 - 9.1. Appoint local delegate to NASB's Delegate Assembly
 - 9.2. Approve Board Policies as Presented
 - 3059 - Audio and Video Recording
 - 5003 Admission of Part-Time Students
 - 5004 Option Enrollment
 - 6038 Artificial Intelligence
- 10. Reports
 - 10.1. Superintendent's Report
 - 10.1.1. Submission of Rule 10 Report
 - 10.1.2. Superintendent Evaluation
 - 10.1.3. ALICAP Report
 - 10.1.4. Dana Cole Audit
 - 10.2. Principals' Report
 - 10.2.1. Elementary
 - Inclusive Classrooms
 - Move to New Building
 - 10.2.2. 7-12 Principal
 - 10.2.3. Junior High and High School
 - 10.2.3.1. Card Reader for Concession Stand
 - Mats for Activity Room
 - 10.3. Board Committees
 - 10.3.1. Wednesday, October 18
 - 5:00- Policy and Negotiations
 - 6:00 Finance and Personal
 - Wednesday, October 25
 - 5:00 - Curriculum and Technology
 - 6:00 - Policy and Negotiations
- 11. Next Regular Board Meeting
 - November 13, 2023
- 12. Adjournment

Tax Request Hearing

Monday, September 11, 2023 At the conclusion of the Budget Hearing

1. Call to Order

Meeting was called to order @ 6:21 PM by Board President Alicia Beavers

2. Open Meetings Act

3. Roll Call

All Present

4. Present 2023-2024 Tax Request

5. Receive Public Comment Concerning the Proposed 2023-2024 District Property Tax Request

No Public Comments

6. Adjournment

Meeting was adjourned @ 6:27 PM by Board President Alicia Beavers

Budget Hearing

Monday, September 11, 2023 6:00 PM

1. Call to Order

Meeting was called to order @ 6 PM by Board President Alicia Beavers

2. Open Meetings Act

3. Roll Call

All Present

4. Information Item

4.1. Presentation of the Budget

This is the same information that was gone over at our Budget Workshop. Tom Moore discussed different aspects of the budget and how we can make repayments and adjustments in the 2023-2024 school year.

5. Receive Public Comment Concerning the Proposed 2023-2024 Budget.

No Public Comments

6. Adjournment

Meeting was adjourned @ 6:20 PM by Board President Alicia Beavers

Board of Education Regular Meeting

Monday, September 11, 2023 at the conclusion of the tax request hearing

1. Call to Order

Meeting was called to order @ 6:28 PM by Board President Alicia Beavers

2. Flag Salute

3. Open Meeting Act

3.1. The "Open Meetings Act" has been duly posted at the front of the room. It has also been advertised in the Beacon-Observer Newspaper ahead of time.

4. Roll Call

All Present

4.1. - Excuse Absent Board Members

5. Approval of Agenda

Approve the agenda as presented. This motion, made by JC Ourada and seconded by Alicia Beavers, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

6. Citizens Comments

The purpose of public participation is not to provide an opportunity for the board to act upon matters concerning the public, but instead, it is a forum for the public to provide information and be heard by the members of the board. To acknowledge the purpose of public participation, the chair may wish to recognize the public comment received during this portion of the agenda, while emphasizing the board will not respond and/or act pertaining to matters brought before the board.

Janet Reichert from Elm Creek, NE commented about two items on the athletic budget. She will come in and discuss with Mr. Marquez at her convenience

Tanner Tool, Mayor of Elm Creek, discussed pavement around the school. He also discussed the possibility of water meters because Elm Creeks water usage is a lot higher than most. Which is putting a great deal of extra stress on the city sewer system.

7. Consent Agenda

Discussed a bill from Anderson Bros worth 12,000.00 this is actually the responsibility of the vendor that poured concrete. They damaged the unit while pouring, so it is their responsibility. Motion to approve Consent Agenda. This motion, made by Morgan Fouts and seconded by Hannah Hild, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

7.1. Elm Creek Public Schools Mission Statement:

At Elm Creek Public Schools we will:

Be Kind

Be Respectful

Be Responsible

Be Trustworthy

Be Accountable

Be Honest

and Give Great Effort.

7.2. Minutes

7.3. Claims

7.4. Treasurer's Report

7.5. Current and past board members that pay for the district health insurance plan.

Morgan Meier

Denise Ourada

JC Ourada

8. Information Items

8.1. Kent Cordes will give an update on the elementary construction project.

Kent discussed Fire Alarm Testing on Wednesday.

He also discussed a valve part that we are needing to repair prior to the school's completion. A permanent valve has been ordered but we are not sure it will pass inspection without this part. Kent mentioned they are having issues getting the elevator installed. They are scheduled for the 25th and it will take two days to complete. This could delay the use of an elevator when we move in.

Aluminum doors are going in this week. Stoops are being poured. Rain this week has delayed pouring concrete.

4 windows on the west side need to be installed. Waiting for sills to be poured. They think it can be installed without them.

The flooring is polished concrete, has been ground and is ready for installation. Dye color has been approved. Ordered Dye and they will be back tomorrow to install.

Roof cap flashing needs to be done.

8.2. Policies for Discussion

3059 - Audio and Video Recording

5003 Admission of Part-Time Students

5004 Option Enrollment

6038 Artificial Intelligence

8.3. Policies for Approval

3001 Budget and Property Tax Request

3003.1 Bidding for Construction, Remodeling, or Repair using Federal Funds

3004.1 Fiscal Management for Purchasing and Procurement using Federal Funds

3033 Lending Textbooks to Children enrolled in Private Schools

3036 Purchasing Credit Card Program

4003 Drug Policy Regarding Drivers

4045 Milk Expression

4059 Behavioral and Mental Health Training

5035 Student Discipline

5045 Student Fees

5049 Firearms and Weapons

5052 School Wellness

5062 Lice and Nits

5064 Supplement, Not Supplant

6003 Instructional Program

6004 Curriculum Development

6025 Student Cell Phone and other Electronic Devices

8.4. Superintendent Search

Alicia talked to Shari Becker. She has come up with a timeline for our district.

She will come out in October and help with planning for our Supt. search.

We will advertise and will close our search around Thanksgiving time.

In December she will bring out applications and interviews will be tentatively set for the second week of December.

9. Action Items

9.1. Approve 2023- 2024 Budget

Motion to approve 2023-2024 Budget as presented. This motion, made by Alicia Beavers and seconded by JC Ourada, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

9.2. Approve 2023-2024 Tax Request

Move to set the 2023-2024 Tax Request at: General Fund: \$ 3,948,468.00 Bond Fund: \$ 904,405.00 Building Fund: \$82,828.00. This motion, made by Morgan Fouts and seconded by Cole Brodine, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

9.3. Approve Board Policies as presented

3001 Budget and Property Tax Request,

3003.1 Bidding for Construction, Remodeling, or Repair using Federal Funds,

3004.1 Fiscal Management for Purchasing and Procurement using Federal Funds,

3033 Lending Textbooks to Children enrolled in Private Schools

3036 Purchasing Credit Card Program

4003 Drug Policy Regarding Drivers
4045 Milk Expression
4059 Behavioral and Mental Health Training
5035 Student Discipline
5045 Student Fees
5049 Firearms and Weapons
5052 School Wellness
5062 Lice and Nits
5064 Supplement, Not Supplant
6003 Instructional Program
6004 Curriculum Development
6025 Student Cell Phone and other Electronic Devices

Motion to approve board policies as presented. This motion, made by Morgan Fouts and seconded by Hannah Hild, Passed.

Alicia Beavers: Yea, Cole Brodine: Yea, Morgan Fouts: Yea, Hannah Hild: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

10. Reports

10.1. Superintendent's Report

10.1.1. NASB Area Meeting - Wednesday, Sept 13 at 4:30 (Younes South)

10.1.2. State Education Conference - November 15-17

10.2. Principals' Report

10.2.1. Elementary

Parent Teacher Conferences

10.2.2. Middle and High School

Homecoming Week Plans

10.3. Board Committees

September 20th, 2023

5:00 PM. Finance and Personnel

6:00 PM. Buildings and Grounds

11. Next Regular Board Meeting

11.1. October 9th, 2023 at 6:00 pm

12. Adjournment

Meeting was adjourned @ 7:11 PM by Board President Alicia Beavers

Checking Account ID: BUILDING

Check Type: Check

<u>Check Number</u>	<u>Check Date</u>	<u>Cleared</u>	<u>Void</u>	<u>Void Date</u>	<u>Entity ID</u>	<u>Entity Name</u>	<u>Amount</u>
10026	10/09/2023				B2ENVIRON	B2 ENVIRONMENTAL	3,100.00
10027	10/09/2023				BDCONST	BD CONSTRUCTION	200,105.43
10028	10/09/2023				KIDWELL	KIDWELL INC.	6,254.00
10029	10/09/2023				WILKINSA	WILKINS ARCHITECTURE DESIGN	5,422.50
Check Type Total:			Check			Void Total: 0.00	Total without Voids: 214,881.93
Checking Account Total:			BUILDING			Void Total: 0.00	Total without Voids: 214,881.93
Grand Total:						Void Total: 0.00	Total without Voids: 214,881.93

B2 ENVIRONMENTAL

4503 S 90th St
Omaha, NE 68127

Invoice Date	Invoice #
8/8/2023	30122
Project	#2 Elm Creek Elementary School

INVOICE

Phone # 402-330-0763

Fax #

Bill To:

Elm Creek Public Schools
Bret Schroder
230 East Calkins Ave, PO Box 490
Elm Creek, NE 68836

We accept Cash, Check, Visa and MasterCard. There will be a 3% convenience fee added for credit card

PLEASE PAY

THIS AMOUNT

\$3,100.00

Please check box if address is incorrect or has changed, and indicate change(s) on reverse side.

Have E-Mail? Please write it here: _____

PLEASE DETACH AND RETURN TOP PORTION WITH PAYMENT

Invoice Date	Invoice #
8/8/2023	30122
Project	#2 Elm Creek Elementary School

INVOICE

B2 ENVIRONMENTAL

4503 S 90th St
Omaha, NE 68127

Terms	Due Date	P.O. Number
	8/8/2023	

Tax ID: 43-2113998

Serviced	Item	Description	Hours/Qty	U/M	Rate	Amount
	Building Scien...	Asbestos Abatement/Air Monitoring			3,100.00	3,100.00
		Sales Tax			0.00%	0.00

Thank you for your business.

THERE WILL BE A \$15 CHARGE FOR ALL RETURNED CHECKS
10% INTEREST MONTHLY WILL BE ASSESSED ON ALL UNPAID
BALANCES AFTER 90 DAYS

Billing Inquiries? Call 402-330-0763
E-mail Accounting@B2E.com

Total	\$3,100.00
Payments/Credits	\$0.00
Balance Due	\$3,100.00

B | D construction

Elm Creek Public Schools
230 East Calkins Avenue
Elm Creek, NE 68836

Invoice 0
 Draw 17
 Date 10/4/23
 Customer 5009
 Billing Thru: 9/30/2023

Contract: 21-02-025 School Addition and Renovation

Contract Recap:

Construction Budget		\$	11,426,358.29
Estimated Budget Change to Date		\$	62,536.66
Construction to Date		\$	11,488,894.95
Total Completed to Date		\$	9,863,817.26
Retainage		\$	(779,324.07)
Total Earned Less Retainage		\$	9,084,493.18
Less Previous Billings		\$	(8,884,387.75)
AMOUNT DUE THIS INVOICE		\$	200,105.43

Net 10 Days

CSI	Description	Quantity	Rate	Amount
01 General Requirements				
01-3100.40	Incidental Const Services			
	Leadman	28	\$ 75.00	\$ 2,100.00
		3	\$ 92.50	\$ 277.50
	Skilled Laborer	0	\$ 70.00	\$ -
		0	\$ 85.00	\$ -
	Laborer	29	\$ 55.00	\$ 1,595.00
		5	\$ 68.50	\$ 342.50
	Other Misc Costs			\$ 42.67
01-3100.50	Plan Documents			\$ -
01-3113.10	Sr. Accounting	3	\$ 75.00	\$ 225.00
01-3113.20	Accounting	7.5	\$ 70.00	\$ 525.00
01-3113.50	Project Manager	47.5	\$ 85.00	\$ 4,037.50
		0	\$ 105.00	\$ -
01-3113.55	Assistant Project Manager	1.5	\$ 70.00	\$ 105.00
01-3113.60	Superintendent	152	\$ 90.00	\$ 13,680.00
		30	\$ 110.00	\$ 3,300.00
01-3113.65	Assistant Superintendent	0	\$ 80.00	\$ -
		0	\$ 100.00	\$ -
01-3113.70	Safety	0		\$ 147.50
01-3300.10	Submittal Exchange			\$ 1,800.00
01-5100.99	Temporary Utilities			\$ 150.48
01-5113.10	Temporary Electrical			\$ -
01-5123.10	Temporary Heat			\$ -
01-5133.10	Temporary Telephone			\$ 160.00
01-5136.10	Temporary Drinking Water			\$ -
01-5213.99	Field Office Supplies			\$ -
01-5219.10	Sanitary Facilities			\$ 372.10
01-5600.99	Temporary Barriers			\$ -
	Laborer	0	\$ 55.00	\$ -
	Material			\$ 10.47
01-7419.10	Refuse Collection & Disposal			\$ 1,487.20
01-7423.10	Final Cleaning			\$ -
	Other Misc Costs			\$ 80.79
TOTAL GENERAL REQUIREMENTS				\$ 30,438.71

Storage Trailer (mo)	1	\$160.00	\$	160.00
Skid Steer (mo)	1	\$1,395.00	\$	1,395.00
Fork Lift (mo)	1	\$2,400.00	\$	2,400.00
Dumpster (mo)	1	\$250.00	\$	250.00

TOTAL OTHER USER DEFINED \$ (6,152.49)

INVOICE SUB TOTAL	\$	206,709.81
CONTRACTOR FEE	\$	3,927.49
TOTAL COMPLETED TO DATE	\$	210,637.30
RETAINAGE	\$	(10,531.86)
BOND	\$	-
TOTAL AMOUNT DUE	\$	200,105.43

Contract Summary:

Construction Budget	\$	11,426,358.29
Estimated Budget Change to Date	\$	62,536.66
Construction to Date	\$	11,488,894.95
Invoiced Amount	\$	9,863,817.26
Remaining Amount	\$	1,625,077.69

Billed Percent	86%
RETAINAGE Balance	\$ 779,324.07

Approved By:

Name: Kent Cordes
 Kent Cordes, Project Manager

Date: 10/4/2023

Name: Linette Butler

Date: 10/4/2023

Name: _____
 Wilkins ADP

Date: _____

Thank you for choosing BD Construction, Inc./Kearney



Project:

Elm Creek Public Schools

Location:

Elm Creek, NE

Date:

September 30, 2023

Billed to Date

CSI	Description	Cont. / Supplier	Estimate	Billed to Date
01-0000-00	Pre-Construction General Conditions		\$ 28,700.00	\$ 28,555.00
-2	01-3113-10 Sr. Accounting		\$ 150.00	\$ -
1	01-3113-20 Accounting		\$ 280.00	\$ 385.00
3	01-3113-30 Sr. Estimating		\$ 14,400.00	\$ 26,700.00
14	01-3113-75 Contract Administration		\$ 1,470.00	\$ 1,470.00
15	01-3113-80 Project Executive		\$ 12,400.00	\$ -
17	01-0000-00	General Conditions	\$ 518,823.78	\$ 400,453.85
19	01-3113-10 Sr. Accounting		\$ 11,700.00	\$ 5,250.00
22	01-3113-20 Accounting		\$ 10,920.00	\$ 9,625.00
24	01-3113-30 Sr. Estimating		\$ -	\$ 480.00
27	01-3113-85 Field Operations Manager		\$ 37,440.00	\$ 10,680.00
28	01-3113-50 Project Manager		\$ 127,880.00	\$ 67,875.00
30	01-3113-55 Assistant Project Manager		\$ -	\$ 17,780.00
32	01-3113-60 Superintendent		\$ 287,950.00	\$ 269,170.00
	Mileage (Sup. And Admin.)		\$ 2,028.78	\$ 7,847.35
	01-3113-65 Assistant Superintendent		\$ -	\$ 6,020.00
45	01-3113-70 Safety Consultant		\$ 2,925.00	\$ 1,528.00
48	01-3113-75 Contract Administration		\$ 1,400.00	\$ 1,176.00
50	01-3113-80 Project Executive		\$ 36,580.00	\$ 3,022.50
	01-0000-00	General Requirements	\$ 217,175.00	\$ 195,864.37
54	01-3100-40 Incidental Construction Services		\$ 27,000.00	\$ 60,889.23
55	01-3100-50 Plan Documents		\$ 5,000.00	\$ 1,500.00
56	01-3300-10 Electronic Shop Drawing Reviewal Process	Submittal Exchange	\$ 12,500.00	\$ 16,418.61
57	01-4126-10 Permits		\$ 5,000.00	\$ 2,254.10
58	01-4126-20 Fire Marshall Permit	Fire Marshall	\$ 500.00	\$ -
59	01-4523-10 Soil Compaction	Allowance	\$ 15,000.00	\$ -
65	01-4523-20 Geotech services / site investigation	Allowance	\$ 4,500.00	\$ -
66	01-4523-30 Concrete Testing	Included in Soil testing above		\$ -
67	01-4710-10 Builders Risk Insurance	OWNER		\$ -
69	01-5113-10 Temporary Electrical	OWNER		\$ -
70	01-5113-10 Power Office Trailer		\$ 1,500.00	\$ 446.94
71	01-5123-10 Temporary Heat	NONE		\$ 15,466.06
72	01-5133-10 Temporary Telephone (Cell Phone)		\$ 4,950.00	\$ 2,857.96
73	01-5136-10 Temporary Water Drinking		\$ 630.00	\$ 178.04
74	01-5136-20 Temporary Water Construction	OWNER		\$ -
75	01-5213-10 Prjt Field Office Delivery (loaded mile)		\$ 330.00	\$ -
76	01-5213-20 Project Field Office Rent		\$ 11,700.00	\$ 7,350.00
77	01-5219-10 Sanitary Facilities		\$ 2,565.00	\$ 3,293.70

81	01-5626-10	Temp Chain Link Fence	Allowance	\$	15,000.00	\$	10.47
82	01-5813-10	Project Signage	None			\$	-
83	01-7113-10	Mobilization	Allowance	\$	4,000.00	\$	3,816.76
84	01-7113-20	Bugout	Included in Mobilization costs			\$	-
85	01-7419-10	Refuse Collection & Disposal		\$	9,000.00	\$	10,091.10
86	01-7423-10	Rough Cleaning	Allowance	\$	7,500.00	\$	-
87	01-7423-10	Final Cleaning	Allowance	\$	13,500.00	\$	135.89
88	60-1000-99	Survey (Site Plan) - including staking	Allowance	\$	8,000.00	\$	1,334.57
98	70-1000-20	Fuel	Allowance	\$	1,500.00	\$	1,895.52
99	70-7000-99	Equipment		\$	67,500.00	\$	67,925.42
100							
101	02000000	Existing Conditions		\$	65,169.00	\$	58,938.34
102	02	Temporary Walls	Allowance	\$	20,000.00	\$	21,499.84
103	02-4100.99	Demolition	BD Construction	\$	45,169.00	\$	37,438.50
105		Site Demo	Included in Site Prep Below	\$	-	\$	-
106							
107	03000000	Concrete		\$	604,383.51	\$	486,726.99
108	03-3000.00	Building Concrete (foundation, floors, stoops)	Bigzby's Concrete	\$	546,217.91	\$	452,261.99
		Add 1440 sf of hard surface court		\$	7,185.60		
110	03-3000.00	Concrete Topping	Included in Concrete			\$	-
111		Concrete Reinforcing Steel (including mesh)	Concrete Industries	\$	32,925.00	\$	32,925.00
113		Masonry Reinforcing Steel	Concrete Industries	\$	2,365.00	\$	1,540.00
115		Reinforcing steel (additional concrete)	Concrete Industries	\$	690.00	\$	-
116							
117	04000000	Masonry		\$	416,220.00	\$	384,000.00
118	04-2000.99	Masonry	Masonry Unlimited	\$	416,220.00	\$	384,000.00
120							
121	05000000	Metals			\$1,184,433.00		\$1,178,158.62
123		Structural Steel Fab	Apollo Steel	\$	832,200.00	\$	832,200.00
124		Structural Steel Stairs & Rails Fab	Apollo Steel	\$	74,500.00	\$	74,500.00
125		Structural Steel Erection	Schroeder Steel Erection	\$	277,733.00	\$	271,458.62
126							
127	06000000	Wood, Plastics & Composites		\$	304,951.00	\$	249,663.00
128		Rough Carpentry	BD Construction	\$	161,130.00	\$	163,370.00
136		Casework	Designercraft	\$	143,821.00	\$	86,293.00
137	07 00 00	Thermal & Moisture Protection		\$	478,595.44	\$	423,822.85
138	07-2100.10	Batt Insulation Alternate in lieu of Sprayed	Midwest Partitions	\$	44,500.00	\$	44,500.00
139	07-2100.10	Foam Insulation	Estimated Cost	\$	15,000.00	\$	-
		Fluid Applied Membrane	Midwest Partitions	\$	48,750.00	\$	48,750.00
		Membrane at elevator pit	?	\$	2,000.00	\$	-
144		Building Expansion joint w/ covers	Allowance	\$	5,000.00	\$	-
		Roofing	Tri-Cities Group Roofing	\$	325,904.44	\$	305,491.62
151	07-7123.10	Gutter and Downspouts	Included in Roofing			\$	-
153	07-9200.10	Sealants	Global Caulking	\$	37,441.00	\$	8,563.59
157		Insulation	Weatheright			\$	16,517.64

156	08 00 00	Openings		\$	414,082.00	\$	410,035.00
		Doors and Hardware	Midwest Door & Hardware	\$	225,416.00	\$	223,726.00
166	08-3000.10	Overhead door	Bid #	\$	24,917.00	\$	34,190.00
171	08-5000.20	Exterior Windows	Included in Aluminum			\$	-
172	08-5000.20	Interior Windows	Included in Aluminum			\$	-
	08-5000.20	Aluminum Storefront & Glazing	Tri County Glass	\$	163,749.00	\$	152,119.00
182	09 00 00	Finishes		\$	2,018,347.00	\$	1,914,863.02
183	09-2116.10	Gypsum Drywall	Midwest Partitions	\$	1,427,583.00	\$	1,389,790.04
		Painting	Kucera Painting	\$	141,033.00	\$	120,800.00
		Acoustical Ceilings	TC Ceilings	\$	114,400.00	\$	104,000.00
	09-6000.99	Flooring	Floors Inc	\$	168,915.00	\$	207,712.36
	09-6000.99	Polished & Sealed Concrete	Kucera Painting	\$	37,200.00	\$	37,200.00
207	09-6000.99	Tile	Floors Inc	\$	129,216.00	\$	55,360.62
208	10 00 00	Specialties		\$	155,518.00	\$	137,018.00
209		Display Boards	EPCO	\$	35,728.00	\$	35,728.00
211		Wall Protection (corner guards; minor wp)	EPCO	\$	10,808.00	\$	10,808.00
212	10-4400.10	Fire Extinguishers	EPCO	\$	2,781.00	\$	2,781.00
213	10-2800.10	Toilet Accessories	EPCO	\$	5,872.00	\$	5,872.00
214	10-2800.10	Toilet Partitions	EPCO	\$	28,193.00	\$	28,193.00
215		Lockers (Material and installation)	Storage and Design	\$	47,500.00	\$	47,500.00
216	10-1400.10	AED - Difibulator (2 total???)	EPCO (Allowance)	\$	6,136.00	\$	6,136.00
218	10-1400.10	Interior Room Signage	Allowance	\$	3,500.00	\$	-
219	10-1400.10	Exterior Signage	Allowance	\$	15,000.00	\$	-
220	12 00 00	Furnishings		\$	15,500.00	\$	16,971.00
221		Roller window shades	Allowance	\$	15,500.00	\$	16,971.00
222	14 00 00	Conveying Systems		\$	131,950.00	\$	96,000.00
223		Elevator	Otis Elevator	\$	96,000.00	\$	96,000.00
224		Elevator - Lift	Access Elevator	\$	35,950.00	\$	-
225	21 00 00	Fire Suppresion		\$	99,975.00	\$	100,095.00
226	21-1300.99	Automatic Fire Sprinkler System	Bamford	\$	98,800.00	\$	98,920.00
227	21-1300.99	Auto. Fire Sprinkler System - Disconnect Existing SI	Bamford	\$	1,175.00	\$	1,175.00
228	22 00 00	Plumbing		\$	2,232,598.00	\$	2,203,952.22
229	22-1000.99	Plumbing	Anderson Bros	\$	2,223,728.00	\$	2,195,082.22
230	22-1000.99	Plumbing - Disconnect Existing Shop	Waggoner Plumbing	\$	8,870.00	\$	8,870.00
231	26 00 00	Electrical		\$	1,284,743.66	\$	1,171,508.66
232	26-0500.99	Electrical	Kidwell	\$	1,276,731.00	\$	1,163,496.00
233	26-0500.99	Electrical - Disconnect Existing Shop	Kidwell	\$	2,578.00	\$	2,578.00
234	26-0500.99	Electrical - Disconnect Existing Shop (Additional)	Kidwell	\$	5,434.66	\$	5,434.66
235	31 00 00	Earthwork		\$	374,858.00	\$	85,559.60
236	31-1413.99	Site Prep	Morten Construction	\$	158,508.00	\$	83,209.60
237	31-1413.99	Elementary Building Demo	Morten Construction	\$	199,000.00	\$	-
238	31-1413.99	Erosion Control	Estimated Cost	\$	15,000.00	\$	-
239		Termite Control	Affordable Pest Control	\$	2,350.00	\$	2,350.00
240							

281	32 00 00	Exterior Improvements	Estimated Cost	\$	27,972.16	\$	6,875.00
285	32-1723.99	Parking Lot Stripping		\$	7,500.00	\$	-
286		Fencing	Patriotic Builders	\$	20,472.16	\$	6,875.00
290							
291	33 00 00	Utilities		\$	10,000.00	\$	-
292	33-0000.00	Site Utilities	included above in Plumbing	\$	-	\$	-
293	33-0000.00	Site Utilities - PIV and Misc	?	\$	10,000.00	\$	-
296	70 00 00	Misc		\$	-	\$	-
297							
298							
299			Net	\$	10,583,994.55	\$	9,549,060.52
			CO#1-overex,elevator,demo vestibule	\$	18,969.69	\$	20,715.35
			CO#2-fire marshal,fur out walls,band roof	\$	43,566.97	\$	-
302			Estimating Adjustment	\$	525,217.22	\$	58,831.19
303			Credit cost of 2nd Flr Corridor window	\$	(14,878.50)	\$	-
304			Owner Contingency	\$	50,000.00	\$	-
305			Contractors Fee	\$	212,025.02	\$	166,828.20
306			Subtotal	\$	11,418,894.95	\$	9,795,435.26
307			CM Bond Cost	\$	70,000.00	\$	68,382.00
			Total	\$	11,488,894.95	\$	9,863,817.26

Invoices By Job per Cost Code

BD Construction, Inc. / Kearney

10-04-2023

Page 1

Only Open invoices are printed

Invoice	Invoice Date	Description	Original Amount
21-02-025 Elm Creek Public Schools - CMR			
01-3100-40 Incidental Const Services			
6516 First National-0606-NO			
PO Box 2818			
Omaha NE 68103			
2023-09-07	09-07-2023	fireblock	42.67
			CSI Total 42.67*
01-3300-10 Submittal Exchange			
6546 First National-1836-LA			
PO Box 2818			
Omaha NE 68103			
2023-09-12	09-12-2023	submittal exchange	1,800.00
			CSI Total 1,800.00*
01-5100-99 Temporary Utilities			
6545 First National-9948-MR			
PO Box 2818			
Omaha NE 68103			
2023-09-13b	09-13-2023	Job Site Internet	75.99
			CSI Total 75.99*
01-5133-10 Temporary Telephone (Cell Phon			
6545 First National-9948-MR			
PO Box 2818			
Omaha NE 68103			
2023-09-12	09-12-2023	Verizon 7/21/23 to 8/20/23	160.00
			CSI Total 160.00*
01-5600-99 Temporary Barriers and Enclosu			
2028 Builders Warehouse			
PO Box 1895			
Kearney NE 68848-1895			
1563990	09-15-2023	screws/lock strike	10.47
			CSI Total 10.47*

Invoices By Job per Cost Code

BD Construction, Inc. / Kearney

10-04-2023

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Only Open invoices are printed

Invoice	Invoice Date	Description	Original Amount
21-02-025 Elm Creek Public Schools - CMR			
01-7423-10 Final Cleaning			
2028 Builders Warehouse			
PO Box 1895			
Kearney NE 68848-1895			
1557888	08-28-2023	sweeping compound/towels	66.15
6516 First National-0606-NO			
PO Box 2818			
Omaha NE 68103			
2023-09-19	09-19-2023	cleaning supplies	14.64
CSI Total			80.79*
02-4100-99 Demolition			
2000 BD Construction Inc/Kearney			
PO Box 726			
Kearney NE 68848			
80097	09-20-2023	Draw 14-ECS SP	1,303.30
CSI Total			1,303.30*
06-1000-10 Rough Carpentry			
2000 BD Construction Inc/Kearney			
PO Box 726			
Kearney NE 68848			
80097	09-20-2023	Draw 14-ECS SP	11,587.10
CSI Total			11,587.10*
07-9200-20 Joint Sealers			
7116 Global Caulking & Masonry			
PO Box 610			
Sturgis SD 57785			
1027059	09-20-2023	Draw-ECS	4,075.00
CSI Total			4,075.00*

Invoices By Job per Cost Code

BD Construction, Inc. / Kearney

10-04-2023

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Only Open invoices are printed

Invoice	Invoice Date	Description	Original Amount
21-02-025 Elm Creek Public Schools - CMR			
09-9600-10 Flooring			
6046 Floors Inc			
PO Box 22877			
Lincoln NE 68542-2877			
ECS-09	09-20-2023	Draw 09-ECS	37,789.21
			CSI Total 37,789.21*
12-2000-99 Window Treatments			
2259 Budget Blinds of Omaha/Lincoln			
1400 Skyline Drive			
Elkhorn NE 68022			
ECS-01	09-12-2023	Draw 01-ECS	16,971.00
			CSI Total 16,971.00*
14-2000-99 Elevators			
15025 Otis Elevator Company			
10052 Justin Drive; Suite D			
Urbandale IA 50322			
230191450100	09-06-2023	Draw-ECS	4,266.67
			CSI Total 4,266.67*
21-1300-99 Fire Suppression Sprinkler Syst			
2004 Rapid Fire Protection Inc.			
1530 Samco Rd			
Rapid City SD 57702			
56617	09-19-2023	Draw 03-ECS	2,180.00
			CSI Total 2,180.00*
22-0100-99 Operation & Maint - Plumbing			
1011 Anderson Bros. Elec., Plbg.Htg			
PO Box 159			
Kearney NE 68848-0159			
ECS-17	09-19-2023	Draw 17-ECS	70,745.31
			CSI Total 70,745.31*

Invoices By Job per Cost Code

BD Construction, Inc. / Kearney

10-04-2023

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Only Open invoices are printed

Invoice	Invoice Date	Description	Original Amount
21-02-025 Elm Creek Public Schools - CMR			
26-0500-99 Common Work Results for Electr			
11342 Kidwell			
3333 Folkways Circle			
Lincoln NE 68504			
228252	09-20-2023	Draw 16-ECS	33,506.00
			CSI Total 33,506.00*
70-1000-20 Equipment Fuel			
6516 First National-0606-NO			
PO Box 2818			
Omaha NE 68103			
2023-09-06	09-06-2023	fuel-equipment	131.37
			CSI Total 131.37*
70-1100-99 Estimating Adjustment			
2249 Bigzbys Concrete, Inc			
121 Kaufman Ave			
Grand Island NE 68803			
ECS-credit	09-11-2023	And Bros replace coil/exh fan	12,141.00-
11009 Kearney Crete & Blk Co			
PO Box 80268			
Lincoln NE 68501			
BI 132692	09-18-2023	self levling wear topping	311.22
			CSI Total 11,829.78-*
Report Totals:			172,895.10*



LINCOLN
 3333 Folkways Circle
 Lincoln, NE 68504
 (402) 475-9151

OMAHA
 7050 South 110th Street
 La Vista, NE 68128
 (402) 333-2333

KEARNEY
 414 East 6th Street
 Kearney, NE 68847
 (888) 449-4596

Statement

To: Elm Creek Public Schools 230 E Calkins Ave Elm Creek, NE 68836	Period Ending: 09/13/23 Customer Code: 10016
---	---

Date	Job	Invoice #	Type	Original Amount	Applied Amount	Retention Amount	Retention Balance	Total Due
07/28/23	23-0031-34	223626	Invoice	2,754.00				2,754.00
08/31/23	23-0031-34	225132	Invoice	3,500.00				3,500.00
Customer Totals:				6,254.00	0.00	0.00	0.00	6,254.00

Aging Breakdown	Current	Overdue Amounts				Retention
		1 to 30 days	31 to 60 days	61 to 90 days	Over 90 days	
	3,500.00	2,754.00	0.00	0.00	0.00	0.00

Current Balance: 6,254.00

Accounts not paid within thirty days are subject to a finance charge of 1% monthly, and an annual rate of 12%

Application and Certificate For Payment

Invoice : 223626

To Owner: Elm Creek Public Schools 230 E Calkins Ave Elm Creek, NE 68836	Project: Elm Creek EAC & CCTV 230 E Calkins Ave Elm Creek, NE 68836	Application No: 3 Date: 07/28/2023
From Kidwell Inc. (Contractor): 3333 Folkways Circle Lincoln, NE 68504	Contractor Job Number: 23-0031-34	Period To: 07/28/23 Architect's Project No: Contract Date:
Phone: 402 475-9151	Via (Architect): Contract For:	

Contractor's Application For Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner		
	Number	Date Approved
Change orders approved this month		
Totals		
Net change by change orders		

Original contract sum	89,717.00
Net change by change orders	0.00
Contract sum to date	89,717.00
Total completed and stored to date	71,442.50
Retainage	
0.0% of completed work	0.00
0.0% of stored material	0.00
Total retainage	0.00
Total earned less retainage	71,442.50
Less previous certificates of payment	68,688.50
0.000% of taxable amount	0.00
Current sales tax	0.00
Current payment due	2,754.00
Balance to finish, including retainage	18,274.50

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: [Signature]
 By: [Signature] Date: 7-28-2023
 State of: Nebraska County of: Lincoln

Subscribed and sworn to before me this 28 day of July, 2023 (year).
 Notary public: [Signature]
 My commission expires 9/24/2023

State of Nebraska - General Notary
 LISA A. WILLIAMS
 My Commission Expires
 September 24, 2023

Architect's Certificate for Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ _____

Architect:
 By: _____ Date: _____

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Application and Certificate For Payment -- page 2

To Owner: Elm Creek Public Schools
 From (Contractor): Kidwell Inc.
 Project: Elm Creek EAC & CCTV

Application No: 3 Date: 07/28/23 Period To: 07/28/23
 Contractor's Job Number: 23-0031-34
 Architect's Project No:

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Balance to Finish	Retention	Memo
			Previous Application	This Period						
001	Demolition	877.00	438.50	0.00	0.00	438.50	50.00	438.50	0.00	
002	Cabling	6,852.00	3,426.00	0.00	0.00	3,426.00	50.00	3,426.00	0.00	
003	Cameras	51,600.00	44,630.00	0.00	0.00	44,630.00	86.49	6,970.00	0.00	
004	Access Control	30,388.00	20,194.00	2,754.00	0.00	22,948.00	75.52	7,440.00	0.00	
Application Total		89,717.00	68,688.50	2,754.00	0.00	71,442.50	79.63	18,274.50	0.00	

Application and Certificate For Payment

Invoice: 225132

To Owner: Elm Creek Public Schools 230 E Calkins Ave Elm Creek, NE 68836	Project: Elm Creek EAC & CCTV 230 E Calkins Ave Elm Creek, NE 68836	Application No: 4 Date: 08/31/2023
From (Contractor): Kidwell Inc. 3333 Folkways Circle Lincoln, NE 68504	Contractor Job Number: 23-0031-34	Period To: 08/31/23 Architect's Project No: Contract Date:
Phone: 402 475-9151	Contract For:	

Contractor's Application For Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner		
	Number	Date Approved
Change orders approved this month		
Totals		
Net change by change orders		

Original contract sum	89,717.00
Net change by change orders	0.00
Contract sum to date	89,717.00
Total completed and stored to date	74,942.50
Retainage	
0.0% of completed work	0.00
0.0% of stored material	0.00
Total retainage	0.00
Total earned less retainage	74,942.50
Less previous certificates of payment	71,442.50
0.000% of taxable amount	0.00
Current sales tax	0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor:
 By: [Signature] Date: 9/1/23
 State of: Nebraska County of: Concaste
 Subscribed and sworn to before me this 1 day of September
2023 (year). Notary public: [Signature]
 My commission expires 9/24/2023.

State of Nebraska - General Notary
 LISA A. WILLIAMS
 My Commission Expires
 September 24, 2023

Current payment due	3,500.00
Balance to finish, including retainage	14,774.50

Architect's Certificate for Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Architect:
 By: _____ Date: _____

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Amount Certified: \$ _____

Application and Certificate For Payment -- page 2

To Owner: Elm Creek Public Schools
 From (Contractor): Kidwell Inc.
 Project: Elm Creek EAC & CCTV

Application No: 4 Date: 08/31/23 Period To: 08/31/23
 Contractor's Job Number: 23-0031-34
 Architect's Project No:

Item Number	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Balance to Finish	Retention	Memo
			Previous Application	This Period						
001	Demolition	877.00	438.50	0.00	0.00	438.50	50.00	438.50	0.00	
002	Cabling	6,852.00	3,426.00	0.00	0.00	3,426.00	50.00	3,426.00	0.00	
003	Cameras	51,600.00	44,630.00	2,000.00	0.00	46,630.00	90.37	4,970.00	0.00	
004	Access Control	30,388.00	22,948.00	1,500.00	0.00	24,448.00	80.45	5,940.00	0.00	
Application Total		89,717.00	71,442.50	3,500.00	0.00	74,942.50	83.53	14,774.50	0.00	



Wilkins Architecture Design Planning LLC

2908 W 39th Street Suite A
 Kearney, NE 68845
 Tel: 308-237-5787 Fax: 308-236-6929
 wadp@wilkinsadp.com
 www.wilkinsadp.com

Tom Moore
 Elm Creek Public Schools
 230 East Calkins Ave
 Elm Creek, NE 68836-0490

INVOICE

INVOICE DATE: 9/28/2023
 INVOICE NO: 5670
 BILLING THROUGH: 9/30/2023

2101 Elm Creek Public Schools Addition & Renovation

Managed By: Jacob M Sertich

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
2101 Elm Creek Public Schools Addition & Renovation	\$664,204.00	98.66	\$655,303.67	\$652,381.17	\$2,922.50
2101 Elm Creek Public Schools Additional Services-Oak Creek Engineering	\$5,000.00	50.00	\$2,500.00	\$0.00	\$2,500.00
TOTAL	\$669,204.00		\$657,803.67	\$652,381.17	\$5,422.50

2101 ELM CREEK PUBLIC SCHOOLS ADDITION & RENOVATION - REIMB

\$0.00

EXPENSES

DATE	EMPLOYEE	DESCRIPTION	AMOUNT
9/14/2023	Jacob Sertich	929 - MILEAGE	No Charges

TOTAL EXPENSES \$0.00

SUBTOTAL \$5,422.50

AMOUNT DUE THIS INVOICE \$5,422.50

This invoice is due upon receipt

ACCOUNT SUMMARY

BILLED TO DATE	PAID TO DATE	BALANCE DUE
\$659,913.30	\$654,490.80	\$5,422.50

We appreciate your business

Checking Account ID: GENERAL

Check Type: Check

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
19758	10/09/2023				ALPHAREH	ALPHA REHABILITATION P.C.	2,770.49
19759	10/09/2023				BEACONO	BEACON OBSERVER	257.81
19760	10/09/2023				BLACKHILLS	BLACK HILLS ENERGY	316.90
19761	10/09/2023				WALMART	CAPITAL ONE	39.96
19762	10/09/2023				CONDITION	CONDITIONED AIR MECHANICAL SYSTEMS	8,275.00
19763	10/09/2023				USBANK	CORPORATE PAYMENT SYSTEMS	7,463.82
19764	10/09/2023				EAKESOFF	EAKES OFFICE PRODUCTS	4,451.35
19765	10/09/2023				ECOLAB	ECOLAB PEST ELIMINATION	76.69
19766	10/09/2023				ESU10	EDUCATIONAL SERVICE UNIT 10	2,258.05
19767	10/09/2023				FOSTERC	CURT FOSTER	100.00
19768	10/09/2023				FOSTFAM	FOSTER'S FAMILY FOODS	256.20
19769	10/09/2023				GOVCONNNE	GOVCONNECTION, INC.	862.02
19770	10/09/2023				GRACZYKL	GRACZYK LAWN & LANDSCAPE	1,333.00
19771	10/09/2023				GREATM	GREAT MINDS	216.31
19772	10/09/2023				HOMETOWN	HOMETOWN LEASING	1,320.00
19773	10/09/2023				ISS	INTEGRATED SECURITY SOLUTIONS	584.00
19774	10/09/2023				PEPPERJW	JW PEPPER	237.23
19775	10/09/2023				KELLYSA	KELLY'S SALES & AG SERVICE	5,485.96
19776	10/09/2023				KSBSCHOOL	KSB SCHOOL LAW, PC LLO	192.50
19777	10/09/2023				LONGK	KATHY LONG	180.00
19778	10/09/2023				LINWELD	MATHESON TRI GAS	37.70
19779	10/09/2023				MENARD430	MENARDS - KEARNEY	992.85
19780	10/09/2023				MOSTEKE	MOSTEK ELECTRIC, INC.	331.86
19781	10/09/2023				NASB	NEBRASKA ASSN OF SCHOOL BOARDS	574.00
19782	10/09/2023				NPPD	NEBRASKA PUBLIC POWER DISTRICT	9,541.66
19783	10/09/2023				NESAFETY	NEBRASKA SAFETY CENTER	100.00
19784	10/09/2023				ONESOURCE	ONESOURCE	63.00
19785	10/09/2023				PAYFLEX	PAYFLEX SYSTEMS USA	650.00
19786	10/09/2023				PRIMES	PRIME SECURED	2,005.74
19787	10/09/2023				STATENE	STATE OF NEBRASKA	535.26
19788	10/09/2023				STELLING	STELLING BRASS & WINDS	1,020.00
19789	10/09/2023				OKEEFELE	TK ELEVATOR CORPORATION	347.46
19790	10/09/2023				VILLAGEE	VILLAGE OF ELM CREEK	857.70
19791	10/09/2023				VILLAGEU	VILLAGE UNIFORM	248.98
19792	10/09/2023				WEXBANK	WEX BANK	2,641.04
19793	10/09/2023				WOODWARDS	WOODWARDS DISPOSAL SERVICE	30.00
19794	10/09/2023				YANDAS	YANDA'S MUSIC	492.90
Check Type Total:		Check			Void Total:	0.00	Total without Voids: 57,147.44
Checking Account Total:		GENERAL			Void Total:	0.00	Total without Voids: 57,147.44
Grand Total:					Void Total:	0.00	Total without Voids: 57,147.44

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS
FOR OCTOBER 9, 2023
SEPTEMBER 2023 FINANCIALS

GENERAL FUND - ACCT NO. 137766

BALANCE SEPTEMBER 1, 2023		\$	449,017.95
RECEIPTS	BUFFALO COUNTY - TAXES	\$	694,202.34
	Dawson County	\$	32,462.46
	DELTA CONFERENCE REG REIMBURSEMENT	\$	200.00
	ESU 10	\$	-
	PHELPS COUNTY	\$	136,842.03
	Preschool	\$	2,000.00
	STATE OF NEBRASKA - AID	\$	78,808.00
	STATE OF NEBRASKA - MAAPS	\$	793.27
	STATE OF NEBRASKA - MIPS	\$	2,081.53
	TOTAL RECEIPTS	\$	947,389.63
AVAILABLE BALANCE		\$	1,396,407.58
DISBURSEMENTS:			
	BILLS PAID SEPTEMBER 11, 2023	\$	69,435.11
	Payroll	\$	371,494.15
	NPERS MAKE-UP PAY	\$	3,168.37
	MIDWAY CHEVROLET - REPAIRS	\$	1,544.85
	TOTAL DISBURSEMENTS	\$	445,642.48
	BALANCE SEPTEMBER 30, 2023	\$	950,765.10

DEPRECIATION FUND - ACCT NO 14832

ACCT 14832	BALANCE SEPTEMBER 1, 2023	\$	269,466.36
	INTEREST	\$	33.96
	BALANCE SEPTEMBER 30, 2023	\$	269,500.32
CD 31722	BALANCE SEPTEMBER 1, 2023	\$	506,705.17
	INTEREST	\$	-
	TRANSFER FROM GENERAL FUNDS	\$	-
	BALANCE SEPTEMBER 30, 2023	\$	506,705.17
	DEPRECIATION BALANCE SEPTEMBER 30, 2023	\$	776,205.49

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS
FOR OCTOBER 9, 2023
SEPTEMBER 2023 FINANCIALS

<u>UNEMPLOYMENT CD #2232</u>	BALANCE SEPTEMBER 1, 2023	\$ 11,489.78
	INTEREST	\$ -
	BALANCE SEPTEMBER 30, 2023	\$ 11,489.78
<u>BUILDING FUND</u>	BALANCE SEPTEMBER 1, 2023	\$ 185,634.55
	BUFFALO COUNTY	\$ 33,226.78
	DAWSON COUNTY	\$ 1,533.78
	RECEIPTS - PHELPS COUNTY	\$ 6,645.33
	INTEREST	\$ 323.90
	BALANCE SEPTEMBER 30, 2023	\$ 227,364.34
BOND FUND OPENED 01/01/2023	BALANCE SEPTEMBER 1, 2023	\$ 456,197.39
	RECEIPTS- BUFFALO	\$ 143,677.14
	RECEIPTS-DAWSON CO	\$ 6,632.32
	PHELPS COUNTY	\$ 22,560.35
	BALANCE SEPTEMBER 30, 2023	\$ 629,067.20
ELEM CONSTRUCTION (NLAF)	BALANCE SEPTEMBER 1, 2023	\$ 1,171.44
	DIV REINVESTMENT	\$ 4.87
	BALANCE SEPTEMBER 30, 2023	\$ 1,176.31
ELEM CONSTRUCTION (FIRSTIER)	BALANCE SEPTEMBER 1, 2023	\$ 2,960,133.93
	INTEREST FOR SEPTEMBER 2023	\$ 6,615.56
	INTEREST TO SWEEP ACCOUNT-JUNE	\$ (10,856.13)
	INTEREST TO SWEEP ACCOUNT-SEPT	\$ (8,189.60)
	CSI INDUSTRIES	\$ (89,645.00)
	GSI ENGINEERING	\$ (8,336.90)
	WILKINS ARCHITECTURE DESIGN	\$ (5,977.84)
	BD CONSTRUCTION	\$ (492,170.25)
	BALANCE SEPTEMBER 30, 2023	\$ 2,351,573.77
SWEEP SAVINGS ACCOUNT	BALANCE SEPTEMBER 1, 2023	\$ 147,416.10
	EARNED INTEREST ON ACCOUNT	\$ 18.47
	INTEREST TRANSFER FROM CONSTRUCTION ACCT	\$ 8,189.60
	BALANCE SEPTEMBER 30, 2023	\$ 155,624.17

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS
FOR OCTOBER 9, 2023
SEPTEMBER 2023 FINANCIALS

LUNCH FUND

<u>BALANCE SEPTEMBER 1, 2023</u>	\$	48,786.44
<u>RECEIPTS</u>		
LUNCH SALES	\$	4,823.05
EFUND PAYMENTS	\$	1,355.00
Federal Reimbursement Breakfast	\$	-
Federal Reimbursement Lunch	\$	-
State Reimbursement Lunch	\$	-
State Reimbursement Breakfast	\$	-
EQUIPMENT GRANT	\$	5,359.21
TOTAL RECEIPTS	\$	<u>11,537.26</u>
AVAILABLE BALANCE	\$	60,323.70
<u>DISBURSEMENTS</u>		
Food/Groceries/Milk Etc.	\$	17,930.83
Supplies	\$	703.09
Miscellaneous (Reimbursements, Bank Fees)	\$	78.76
Payroll	\$	<u>10,517.26</u>
TOTAL DISBURSEMENTS	\$	29,229.94
BALANCE SEPTEMBER 30, 2023	\$	31,093.76

OCTOBER BILLS AS OF OCTOBER 6, 2023

BERNARD	\$	1,667.28
CASHWA	\$	21,135.60
DOLLAR GENERAL	\$	24.76
FOSTERS	\$	289.83
HILAND (MILK)	\$	2,055.28
SEPTEMBER PAYROLL (ESTIMATE)	\$	-
US FOODS	\$	-
VILLAGE UNIFORM (TOWELS ETC)	\$	148.36
	\$	<u>25,321.11</u>

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS
 FOR OCTOBER 9, 2023
 SEPTEMBER 2023 FINANCIALS

ACTIVITY FUND (CURRENT CASH BALANCE SUMMARY)

	BALANCE SEPTEMBER 1, 2023		\$	84,573.22
RECEIPTS	ATHLETICS & ACTIVITIES	\$	22,057.97	
	CLUB & CLASS ACCOUNTS	\$	6,621.64	
	DISTRICT ACTIVITIES	\$	12,346.89	
	FFA DONATION	\$	10,000.00	
	TRANSFER FROM GENERAL	\$	-	
	TOTAL RECEIPTS		\$	51,026.50
EXPENSES	ATHLETICS & ACTIVITIES	\$	18,466.47	
	CLUB & CLASS ACCOUNTS	\$	2,551.54	
	DISTRICT ACTIVITIES	\$	18,029.12	
	FFA DONATION	\$	-	
	FUNDRAISING	\$	-	
	TOTAL EXPENSES		\$	39,047.13
	BALANCE SEPTEMBER 30, 2023		\$	96,552.59

Cash Flow Report

School District #9

Page: 1

10/06/2023

Processing Month

09/2023

User ID: LKJ

FUND NI Account		BEGINNING CASH 09/01/2023	REVENUES	EXPENSES	ENDING CASH
01	GENERAL FUND	449,017.95	947,389.63	(445,642.48)	950,765.10
02	DEPRECIATION	269,466.36	33.96	-	269,500.32
02	DEPRECIATION CD	506,705.17	-	-	506,705.17
03	EMPLOYEE BENEFIT	11,489.78	-	-	11,489.78
05	ACTIVITY FUND	84,573.22	51,026.50	(39,047.13)	96,552.59
06	NUTRITION FUND	48,786.44	11,537.26	(29,229.94)	31,093.76
07	BOND FUND	456,197.39	172,869.81	-	629,067.20
08	BUILDING FUND	185,634.55	41,729.79	-	227,364.34
08	EL BLDG FUND-NLAF	1,171.44	4.87	-	1,176.31
08	EL BLDG FUND-FIRSTIER	2,960,133.93	6,615.56	(615,175.72)	2,351,573.77
08	EL SWEEP ACCT (INTEREST)	147,416.10	8,208.07	-	155,624.17
		5,120,592.33	1,239,415.45	(1,129,095.27)	5,230,912.51

3059

Audio and Video Recording

Students, staff, parents/guardians, and patrons should assume that any class or activity in the school may be recorded by the school district for legitimate educational purposes. There is no reasonable expectation of privacy within classrooms, common areas of the school building or on school grounds outside of the building. Recordings permitted pursuant to this policy may only be used for authorized purposes and may not be republished without additional, written consent from a school administrator. For purposes of this policy "recording" includes still photographs, video, audio, and other similar data captured in any medium.

Secret Recordings. No person is permitted to make surreptitious recordings on school grounds unless authorized by the superintendent.

Recordings Made by The District. The district may use cameras or other devices for purposes of making security, safety, or other recordings when such recordings are deemed necessary or appropriate by an authorized representative of the district. The district will not maintain recordings unless the recording is purposefully copied and saved. Any recording not copied and maintained separately may only be accessible by the authorized representative for a limited time. Recordings made by the district may be destroyed by an authorized representative at any time unless retention is required by law.

Recordings Made by Parents/Guardians and Patrons. Parents/guardians and patrons may make recordings of school activities in a non-disruptive manner including things like athletic contests and school board meetings to the extent permitted by law unless otherwise lawfully restricted by the administration. Parents/guardians or patrons may not make recordings if they are volunteering or visiting school during the school day without permission of the administration or supervising staff member and subject to this policy, such as recording their child's classroom activities or recess. Violation of this policy may be grounds for exclusion from school property, loss of volunteer privileges, or other restrictions deemed appropriate by the administration.

Recordings Made by Staff. Staff members may make recordings of classroom instruction, student behavior or performance, and school activities without prior administrative approval only for legitimate educational purposes. Staff members may not make secret recordings while on duty, even if those

recordings do not violate state or federal criminal or privacy laws. Staff members who violate this provision may be subject to consequences up to termination for classified staff and cancellation of contract for certificated staff.

Recordings Made by Students. This policy applies to students during the school day on school grounds; when being transported to and from school activities or programs in a vehicle owned, leased, or contracted by a school being used for a school purpose by a school employee or by his or her designee; or at a school-sponsored activity or athletic event. Students may make recordings of school activities in a non-disruptive manner including things like athletic contests and other extracurricular performances to the extent permitted by law. Students generally are not permitted to record classroom instruction or members of the school community during the school day without the express consent of a staff member or as required by the student's education plan. Student use of assistive technology that has the capacity to record and/or transmit recordings (e.g. AngelSense) must be approved by the student's education team or administration. Students remain subject to all other district policies and rules. In no event shall recordings be taken or made in restrooms, locker rooms, or other areas where there is a reasonable expectation of privacy.

Adopted on: _____
Revised on: _____
Reviewed on: _____

5003 Admission of Part-Time Students

A student may be permitted to enroll on a part-time basis pursuant to this policy and applicable curricular practices when enrollment is appropriate for reasons that include but are not limited to the following: the student attends another education institution on a part-time basis; is enrolled for a limited number of credit hours needed to graduate; has a modified schedule because of a disability or as part of an individualized education plan; or is a student who resides in the school district but attends a private, denominational, or parochial school or a school that elects not to meet accreditation or approval requirements (referred to herein as an exempt school student or an exempt school, respectively).

Application for Enrollment. The parent or guardian of an exempt school student who is of appropriate age to attend school, is a resident of the school district, has not graduated from high school, and has not received a graduate equivalency diploma must meet all of the district's admission requirements and file an application for enrollment on forms provided by the school district by the first day of school of the year of enrollment. For second semester high school courses, the application must be filed by first day of school of the second semester. For students who move into the district mid-semester, the application must be filed within 20 days of moving into the district. The administration shall review the application, determine whether to approve or deny it, notify the parent or guardian, and schedule enrollment at an educationally appropriate time in the building or attendance center of the administration's choice. Enrollment does not carry over from one school year to the next, and the parent or guardian of an exempt school student must apply for enrollment each school year.

Limitations Based on Resources. The enrollment of exempt school students is subject to limitations established by the district for grades, classes, courses, and programs based on the limited resources available to the school district. Full-time students shall be given priority for enrollment in grades, classes, courses, and programs.

Placement of Students. Exempt school students shall be placed in courses for which they have adequate preparation and which are determined to be educationally appropriate based on criteria that include, but are not limited to the student's age, achievement test scores, academic record, evaluation by school personnel and any other standards used by the district for the placement of students.

Grades and Academic Honors. Exempt school students shall receive grades, report cards, and transcripts, but shall not be eligible to graduate, receive a diploma or qualify for class ranking unless they meet all district requirements for such including earning a sufficient number of credit hours and semesters of attendance.

Applicability of School Rules. Exempt school students are subject to all rules and standards of the board of education and administration as set forth in policy, handbooks or other communications, as well as the rules and directives of the building administration and teaching personnel. They must remain on the school campus during scheduled classes but must leave the school campus when not engaged in a course or course-related activity unless the course or course-activity requires their presence or the building principal approves their presence. Students who violate school policies, rules, or directives shall be subject to disciplinary procedures up to and including suspension and expulsion.

Extracurricular Sports and Activities. Students who are enrolled in a private, denominational or parochial school may not participate in extracurricular sports and activities sponsored by the public school district if they participate in extracurricular sports and activities offered by the private, denominational or parochial school. Exempt school students may participate in extracurricular sports and activities if they are enrolled in at least 20 credit hours per semester, **with at least 5 credit hours of enrollment in the public school district.** All part-time students must also meet all other eligibility requirements set by the board, administration and coach/sponsor prior to participating and for continued participation in the sport or activity. This includes all eligibility and other requirements of the Nebraska School Activities Association and any other governing bodies for the activity.

Transportation. Part-time school students are not entitled to transportation or reimbursement for transportation to and from the school for class attendance purposes, unless required by law. Eligible part-time students are entitled to transportation to and from practices and extracurricular events to the same extent as the school district's full-time students, but part-time students must arrange their own transportation and arrive timely to the designated pick-up point for such transportation.

Option Enrollment. Students may not enroll on a part-time basis pursuant to the school's option enrollment program.

Adopted on: _____

Revised on: _____

Reviewed on: _____

5004 Option Enrollment

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

1. Definitions

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

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

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

4. Standards for Acceptance or Rejection of Option Students.

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

designee who must determine if the school district and the appropriate class, grade level, or school building has the capacity to provide the applicant the appropriate services and accommodations. The Federal Educational Rights and Privacy Rights Act (FERPA) (20 U.S.C. § 1232g) permits the release of education records when a student seeks or intends to enroll in a different school district.

- b. Numeric Capacity.** The board of education may set the numeric capacity of programs, classes, grade levels, or school buildings by operation of this policy or through freestanding action by the board. Numeric Capacity will be determined based upon available staff, facilities, projected enrollment of resident students, and projected number of students with which the option school district will contract based on existing contractual arrangements. Individuals seeking information about the numeric capacity set by the board may contact the superintendent for a copy of that resolution.

Capacity for grade levels are set at:

Kindergarten through 5th grade-40
6th through 12th grade-40

- i. students with brothers or sisters attending the school district, either as resident students or as option students, are exempt from numeric capacity limits but are subject to guidelines in section 4. d of this policy;
- ii. Current employees' children are exempt from numeric capacity limits but are subject to guidelines in section 4. d of this policy.

- c. Programmatic Capacity.** In addition to the numeric capacity standards referred to above, the board may, by resolution, prior to October 15 of each school year, declare a program, a class, or a school unavailable for the next school year to option students due to lack of capacity. Individuals seeking information about the programs that have been declared to be unavailable due to lack of capacity may contact the superintendent for a copy of the board's resolution.

- d. Other Standards for Acceptance or Rejection of Option Enrollment Applications.** In addition to the numeric and programmatic capacity standards outlined above, the school

district shall not accept an option student when acceptance of the student:

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

e. Prohibited Standards. The school district shall not base the decision to accept or reject an option student on the student's previous academic achievement, athletic or other extracurricular ability, disabling condition(s), proficiency in the English language, or previous disciplinary proceedings.

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

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

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

5. False or Misleading Option Applications. If, prior to the student's attendance as an option student, the school district discovers that a

previously accepted option application contained false or substantively misleading information, the option application will be rejected.

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

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

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

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

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

9. Late Applications and Requests for Release

a. The board of education may refuse a request of a student seeking to option out of the school district when the option application is submitted after March 15th under the following conditions:

i. When the district has already entered into contracts with teaching staff for the following school year;

ii. When the district has already contracted for the performance of specific services for the student;

- iii. When the release of the student would have a negative financial impact or loss of revenue for the district.
- b. The board of education will approve late applications to option into the district under the following conditions:
 - i. When the resident district has released the student;
 - ii. When the student's late enrollment into the district meets the standards for acceptance or rejection of option students contained elsewhere in this policy;

- b. The superintendent will notify parents or guardians who have submitted properly completed option applications after March 15th no later than 60 days following submission of the application of the board's acceptance or rejection of the application.

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

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

11. Cancellation of Option.

Students who option either into or out of the school district shall:

- a. Attend the option school district until graduation or relocation/re-option in a different resident school district unless the student chooses to return to the resident school district, in which case the student's parent or legal guardian shall timely submit a cancellation form to the school board or board of education of the option school district and the resident school district for approval for the following year.

- b.** Attend an option school district for not less than one school year unless the student relocates to a different resident school district, completes requirements for graduation prior to the end the school year, transfers to a parochial or private school, or upon mutual agreement of the resident and option school districts cancels the enrollment option and returns to the resident school district.

12. Authority of Superintendent.

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

Adopted on: _____

Revised on: _____

Reviewed on: _____

6038 Artificial Intelligence

As used in this policy, artificial intelligence tools (“AI Tools”) mean machine-based resources that use computer science, algorithms, large language models, and/or machine learning to perform tasks, answer questions, collect information, and respond to human-directed tasks, queries, and objectives. AI Tools include, but are not necessarily limited to, commercially-available resources like ChaptGPT, Google Bard, and other chatbots.

The board recognizes that among other resources, when properly used, AI Tools may provide valuable source information to students and teachers in relation to the district’s academic curriculum and assignments. Student use of AI Tools should focus on using such tools as a resource and for background material, rather than using the AI Tools to complete the assignment. Therefore, AI Tools may only be used by students in accordance with the following requirements:

1. Unless an individual teacher affirmatively communicates to students that AI Tools may be used for a specific assignment, then AI Tools may not be used. Individual teachers will decide for each individual assignment the extent to which students may use AI Tools for such assignment. Teachers are encouraged to make such a decision in advance of students being given the individual assignment in question.
2. Teachers will communicate to all students responsible for completing an assignment the extent to which such students may use AI Tools in connection with such assignment. Teachers will endeavor to include in such communications examples of permissible and impermissible uses of AI Tools.
3. If a student uses any AI Tools in connection with a school assignment, the student must comply with the following:
 - a. The student must explicitly disclose to the teacher in writing that the student used an AI Tool and the specific AI Tool used.
 - b. In any student work (whether hard copy, electronic, digital, or otherwise), the student shall give proper attribution to the AI Tool(s) used to the same extent that students are expected to give proper attribution to other sources of information such as books, texts, encyclopedias, secondary sources, and other traditional media. Such attribution may include, but is not

necessarily limited to, accurate quotations, citations, footnotes, endnotes, and/or bibliography entries.

- c. In no instance may the output from one or more AI Tools be copied and placed within a student’s work as if the student wrote such section himself or herself. For example and not limitation, students may not outsource the organization or the writing of any written work to any AI Tool.
4. A student’s failure to meet the requirements stated in this policy will constitute a violation of the district’s prohibitions against cheating plagiarism and/or academic dishonesty, including but not necessarily limited to such prohibitions stated in the Student Handbook, which violation will subject the student to discipline up to and including expulsion.
5. The student requirements stated above are the minimum requirements for any student assignment. An individual teacher may impose more stringent requirements for any specific academic assignment or coursework.

Adopted on: _____

Revised on: _____

Reviewed on: _____



Board Work Session

Wednesday, October 4, 2023; 5:30 p.m.

Review search information and make edits

Application Deadline/Screening

Tuesday, November 28, 2023; 5:30 p.m.

No meeting date – only the deadline for applicant to submit materials

Special Meeting with board

Wednesday, December 6, 2023; 4:30 p.m.

Present Applicants – board selects interview candidates

Superintendent Candidate Interviews

Tuesday, December 12, 2023, and Wednesday, December 13, 2023 – board starts at 4:00 p.m.

4057 Superintendent Evaluation

The board shall observe and evaluate the superintendent based upon actual classroom observations for an entire instructional period at least twice during his first year of employment and at least once each year thereafter. Additional evaluations may be conducted at the discretion of the board. For the purposes of this policy, "actual classroom observation" shall mean observing the superintendent performing activities that are typical of his or her position. An "entire instructional period" for administrators cannot be defined in terms of an instructional period and shall be satisfied by the actual observation of some aspect of the superintendent's work during the semester for no less than 40 minutes.

Purpose. The purposes of the formal job evaluation are:

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

Dates. Unless otherwise provided for in the superintendent's employment contract, the first year evaluations should take place (1) during the first semester of the academic year; on or before the December board meeting, and (2) during the second semester of the academic year; on or before the June board meeting. Annual evaluations shall take place at a board meeting held during the month before the date in the superintendent's employment contract by which the board must notify the superintendent of its intention to consider the nonrenewal or amendment of the contract. In the absence of such a contract provision, the annual evaluation should take place at or prior to the March board meeting. The Superintendent shall remind the Board members in writing at least 45 days before the date of each upcoming evaluation and shall make his evaluation an agenda item for the board meeting.

Evaluation Document. The superintendent shall submit a recommended evaluation document to the board. The board shall meet and discuss the proposed document with the superintendent. The board may amend and

adopt the proposed evaluation document. The board may amend the document or adopt a new document without amending this policy. The

superintendent shall submit the evaluation document to the Nebraska Department of Education.

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

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

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

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

Adopted on: December 14, 2020 December 14, 2020 Revised on: April 22, 2021

Reviewed on: _____

SUPERINTENDENT EVALUATION INSTRUMENT

Standard #1: Educational Leadership	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
1. Administers all activities of the school system according to school district policy.					
2. Articulates and promotes high expectations for teaching and student learning.					
3. Provides leadership to the board in the annual establishment of short- and long-term district goals that support student achievement.					
4. Systematically reports to the board on the status of the adopted district goals. (Per reports to the board)					
5. Maintains a general knowledge of educational and professional trends through participation in national and state workshops and conferences.					
6. Maintains effective relationships with legislative representatives, NDE personnel, and Education Service Unit administrators. (Per reports to the board)					

Comments:

Areas for commendation

Areas for improvement

Standard #2: Staff Relations	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
1. Monitors and makes recommendations for the appropriate staffing levels needed for the effective operation of the schools.					
2. Ensures that fair, equitable, and effective evaluation processes are in place for all district personnel and that all staff are evaluated regularly according to board policy the applicable laws.					
3. Ensures that job descriptions for all district personnel are maintained and updated regularly.					
4. Provides motivation and resources for staff members to engage in professional development activities. <i>(Continues to report to the board periodically)</i>					
5. Provides leadership and oversight to the administrative team through regular communication, supervision, and evaluation. <i>(Continues to report to the board indicating when evaluations have been done)</i>					
6. Provides leadership to the board in the negotiations process with the district's recognized bargaining units.					
7. Continues to build strong staff relations. <i>(Monthly reports to staff)</i>					

Comments:

Areas for commendation

Areas for improvement

<p>7. Ensures that administrative recommendations to the board identify: (a) the situation necessitating the recommendation, (b) how the recommendation relates to district and/or school improvement goals and district policies, (c) the options reviewed and the reason for selecting this recommendation, (d) the benefit that is expected to result from the implementation, (e) the personnel that will be involved in or affected by the implementation, (f) the immediate and long-term cost of the implementation (g) how the staff will measure the results of the implementation, and (g) how and when progress will be reported to the board (see AIM document for format).</p>					
<p>8. Using agreed-upon methods, communicates with the board between meetings to ensure that all members have current information about district issues and activities.</p>					

Comments:

Areas for commendation

Areas for improvement

Standard #5: Financial Management	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
1. Schedules timely and appropriate budget work sessions to ensure board input into the development of the district budget.					
2. Develops the budget according to district policy and state requirements.					
3. Implements and manages the budget according to sound business and fiscal practices and district policy.					
4. Provides monthly Claims and Revenue Summary Reports that ensure the board is knowledgeable about the status of the budget.					
5. Maintains the district's financial records and ensures that they are audited annually by a qualified accounting firm.					

Comments:

Areas for commendation

Areas for improvement

**Standard #6:
Facilities Management**

Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
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<p>1. In cooperation with the board, maintains and updates a short- and long-range plan that includes: (a) a schedule for the routine maintenance of all school properties, (b) a schedule for the repair and/or replacement of school equipment, and (c) a facilities needs assessment for future renovation or construction.</p>					
<p>2. Oversees the implementation of the facilities plan and ensures that the board is knowledgeable about the status of the facilities.</p>					

Comments:

Areas for commendation

Areas for improvement

Standard #8: Personal Qualities	Exceeds Expectations	Meets Expectations	Needs Improvement	Does Not Meet Expectations	Not Applicable
1. Demonstrates ethical, trustworthy and professional behavior.					
2. Is cordial, patient, personable, and treats everyone fairly, equitably, and with dignity and respect.					
3. Expresses ideas in a logical, forthright, and professional manner.					
4. Possesses the health and energy necessary to fulfill their responsibilities.					

Comments:

Areas for commendation

Areas for improvement

SUPERINTENDENT GOALS FORM

Date of Adoption _____

Review Period From _____ to _____

The signatures below indicate that the school board and superintendent have agreed on performance requirements for the superintendent, the indicators that the school board will examine to determine whether the superintendent has met each requirement, and the information the school board will need in order to measure performance.

Performance Goal #1: *(Goal Statement)*

Indicators: *(The superintendent will...)*

Evidence needed to measure progress and achievement:

Signature – Board President

Signature - Superintendent

Date

Date

In reviewing your goals:

Signature – Board President

Signature - Superintendent

Date

Date



**2023-2024 SUMMARY REPORT
CARL DIETZ, LOSS CONTROL CONSULTANT
ELM CREEK PUBLIC SCHOOLS**

Member School District: Elm Creek

Inspection date: September 25, 2022

NASB Loss Control Consultant: Carl Dietz

Key persons met with: Tom Moore, Superintendent.

'Experience Modifier' Rates: 2023-.84; 2022-.85; 2021-.85 2020-.76; 2019-.82; 2018-.96.

BUILDING OVERVIEW

The PK-12 building is at one site at the east part of town. The football field and track are several blocks north of the main building. The bus barn is four blocks west. There is new construction northwest of the main building.

NOTES FROM ADMINISTRATIVE INTERVIEW

- I. **CYBER SECURITY: QUALIFIED.** ALICAP is able to offer Cyber Security Coverage for districts which have 5 critical controls in place: \$250,000 limit with a \$25,000 deductible. More information can be found at: www.cybridgepro.com
 - A. Ransomware Tracker submitted-Yes
 - B. The district has completed Multi-factor authentication for staff.
 - C. The district accounting software is backed up at a remote site.
 - D. The Student Information System is backed up at a remote site.
- II. **SAFETY COMMITTEES:** Guidelines are listed at the bottom of this report.
 - A. The Rule 10 committee and the LB 757 Worker Safety Committee are the same committee.
- III. **SEXUAL HARRASSMENT/ABUSE/TITLE IX:** ALICAP's SafeSchools Training program recently added over 15 training courses on Sexual Abuse and Molestation. These courses are intended for administrators as well as staff. Due to recent SAM claims activity in our state, and in our ALICAP pool, we are needing every member to look at their policies and train their administrators and staff on this subject.
 - A. One of the most significant changes in the new regulations is expanding the people who can--on behalf of the school district--have "actual knowledge" of sexual harassment to ALL EMPLOYEES. **Training is complete.**
 - B. **DATING VIOLENCE:** Nebraska Education Law 79-2,141 (3) "To ensure notice of a school district's dating violence policy, the policy shall be published in any school district handbook, manual, or similar publication that sets forth the comprehensive rules." (4) "Each school district shall provide dating violence training to staff deemed appropriate by a school district's administration." 79-2, 141 "Each school district shall incorporate dating violence education that is age-appropriate into the school program. Dating violence education shall include, but not be limited to, defining dating violence, recognizing dating

violence warning signs, and identifying characteristics of healthy dating relationships.” **Complete**

C. **Title IX Guidelines**-August 2020: **Complete**

1. Coordinator (1) your Title IX Coordinator must be an employee; and (2) you cannot have the Title IX Coordinator or investigator also serve as the decision-maker or the individual who would hear an appeal. The Title IX Coordinator has been identified.
 2. Make sure your Title IX policy is updated. The new regulations require you to provide notice of your Title IX policy and your grievance procedure. This includes posting it on your website and including it in your handbooks.
- IV. **Concussion Protocol:** Staff members have been trained on concussion protocol.
- V. **Suicide Prevention:** All staff members have completed the NDE required suicide awareness/prevention training.
- VI. **Job Descriptions** are current, and they include lifting requirements.
- VII. **Monthly tours** of the buildings-administrators periodically tour the buildings looking for any safety concerns.
- VIII. **MSDS**-The Safety Data Sheets are available.
- IX. **Accident Reports**-Accident reports are filled out when an employee is injured on the job.
- X. **Drills**-Tornado (within the first two weeks of school), Lock-Down, Fire (within the first two weeks of school), Evacuation-**Complete**
- XI. **Safe Schools-557** safe schools training modules were completed last year.
- XII. **Other training**
- A. Bus evacuation drill with a handicapped, wheelchair student completed.
 - B. AED training, CPR, First Aid all complete.
 - C. Evacuation and unification drills-**Complete**
- XIII. **Seizure training-**
- A. Anaphylaxis -- Statute, 79-3204 --Beginning with school year 2022-23, in addition to any other professional development and collegial planning activities for certificated school employees, each certificated school employee shall participate in a minimum of one hour of self-study review of seizure disorder materials at least once in every two school years. **Complete**
 - B. Asthma-Anaphylaxis -- Statute, 79-3203 -- Each school shall have at least one school employee at each school who has met the training requirements necessary to administer or assist with the self-administration of seizure rescue medication or medication prescribed to treat seizure disorder symptoms as approved. **Complete**

INTERIOR WALK THROUGH SUMMARY

COMMENDATIONS:

1. Cell phones are now banned at the school during classes which helps decrease bullying.
2. Classroom doors were shut and locked when occupied.
3. The tornado shelter appears to be safe and it is labeled.
4. Emergency exit signs are posted in classrooms.

5. The science room had all the safety equipment, GFI outlets, and the chemicals were locked in a separate room in properly labeled cabinets.
6. All mechanical and janitorial rooms were locked.
7. All exterior exits are controlled by electronic entry devices.
8. Classrooms and hallways were clean and free from obstructions or trip hazards.
9. The district does have sprinklers throughout the entire building.
10. Exit lights were visible and in working order.

RECOMMENDATIONS:

1. The floor drain in the kitchen needs attention immediately. This is a definite trip hazard. The cover needs to be at floor level. A small board was placed here, but it is still a trip hazard.
2. The storage room for the science chemicals is very cluttered with trip hazards. The floor in this room should be cleared of clutter.
3. Be sure to continue monthly checks of fire extinguishers with the date attached to each extinguisher.
4. Construction of the new building is ongoing, but should be completed within 1-2 months.

EXTERIOR WALK THROUGH SUMMARY

COMMENDATIONS

1. The construction site is very cluttered, but this will be cleared in the next two months.
2. The construction site appears to be safe, and children are kept away from this area.

RECOMMENDATIONS

1. The playground is not completed yet. Be sure there is adequate rubber, pea gravel or wood chips in the fall area.
2. Regular monthly inspection of the playground equipment is recommended, and document when you completed the inspection.
3. The east-west sidewalk on the south side of the building will need to be replaced soon, especially the far east end. Plans are in place to replace the sidewalk once construction is complete.

TRANSPORTATION FLEET:

1. All school districts need to conduct bus evacuation drills. Rule 91 Section IV, subsection C-2 of Standard 17 of the Federal Highway Safety Act of 1966 and Section 79-609(2)(a) R.R.S. states: "At least twice during each school year, each pupil who is transported in a school vehicle shall be instructed in safe riding practices and participate in emergency evacuation drills." Leaders and Helpers should be identified during the evacuation training. Bus evacuation drills are performed twice annually.
2. RULE 92 005.41A2 Each bus shall be equipped with a durable webbing cutter (belt cutter) having a full width handgrip and a protected, replaceable or non-corrodible blade. The belt cutter shall be mounted in a location accessible to the seated driver in an easily detachable manner. Bus #18 had all the safety equipment as well as a seat belt cutting device, all other vans and vehicles have seat belt cutting devices and safety equipment (first aid kits, body fluid clean-up kits, fire extinguishers and emergency markers).

SUMMARY

- (1) One set of requirements comes from the Nebraska Department of Education Rule 10. These requirements include that the school district has a safety committee composed of representatives of the faculty, parents, and community. The committee meets at least once a year and keeps accurate documentation of the meeting(s). The 22-23 Rule 10 Report was completed.
- (2) The other requirement is found in Nebraska law 48-443 (from LB-757 1993). The school district is an employer, and as such, all state and federal worker safety laws apply to your school district. The law requires that you have a safety committee that meets quarterly and documents these meetings (keep the records for at least three years). The composition of the safety committee includes representatives from all departments (teachers, maintenance/custodial, secretarial, kitchen, transportation, and para's). (1)(a) Not later than January 1, 1994, every public and private employer subject to the Nebraska Workers' Compensation Act shall establish a safety committee. Such committee shall adopt and maintain an effective written injury prevention program. (b) A client of a professional employer organization is not relieved of its obligation to establish a safety committee based on its workers being co-employees of the professional employer organization. A professional employer agreement shall not allocate the client's responsibility to establish a safety committee to the professional employer organization. For purposes of this subdivision, the terms client, professional employer organization, and professional employer agreement shall have the same meaning as in section 48-2702. This subdivision became operative on January 1, 2012.

DISCLAIMER

Because it is solely your responsibility to make safety and health inspections and take whatever actions may be necessary to prevent losses, enforce safety procedures, detect and eliminate hazardous conditions and comply with any federal, state or local law, annual NDE Rule 10 review or any other rule or regulation concerning safety or health, we must advise you that by conduction of surveys and issuing recommendations or reports, ALICAP does not undertake to render services or assume a duty to you or for your benefit or to any third person or for that person's benefit. ALICAP's surveys, recommendations and reports are made solely for the purpose of aiding us in reducing our losses and are not intended to detect or point out all the hazardous conditions on your property or in your operations. There may be hazardous conditions on your property or in your operations which have not been either detected or pointed out to you. You must not rely solely on ALICAP's surveys, recommendations or reports to discover any hazardous conditions as it is your responsibility to do so.

Carl Dietz,
NASB, ALICAP