

Board of Education Regular Meeting
Monday, September 13, 2021 7:00 PM
HS CONFERENCE ROOM
705 N 9th Street
Arlington, NE 68002

1. OPENING PROCEDURES
 - 1.1. Call Meeting to Order
 - 1.2. Roll Call
 - 1.3. Pledge of Allegiance
 - 1.4. Approval of Regular Meeting Agenda
2. WELCOME TO GUESTS AND PUBLIC FORUM
3. CONSENT AGENDA
 - 3.1. Minutes of the Previous Board Meeting(s)
 - 3.2. Monthly Financial Reports
4. CURRICULUM/INSTRUCTION REPORTS
 - 4.1. Library/Media Report
5. REVIEW OF ANNUAL DISTRICT PLAN
6. PRINCIPALS' REPORTS
 - 6.1. Mrs Morgan's Elementary Report
 - 6.2. Mr. Pfungsten's Secondary Report
 - 6.3. Mr. Shada's Activity Report
7. SUPERINTENDENT'S REPORT
 - 7.1. Update on Construction Project
 - 7.2. NASB and NRCSA Member Updates
 - 7.3. Update on Request for Proposals for Fuel and Tank at the Bus Barn
 - 7.4. Update on ESSER III Application
 - 7.5. Report on Request for Soccer Coop from a Parent
 - 7.6. Sharing Thriving Moments
8. COMMITTEE AND REPRESENTATIVE REPORTS
 - 8.1. Committee for American Civics
 - 8.2. Finance Committee
9. UNFINISHED BUSINESS
 - 9.1. Continuation of Discussion of Superintendent Evaluation Tool
10. NEW BUSINESS
 - 10.1. Take Necessary Action to Approve 2021-2022 Operating Budget as Presented
 - 10.2. Adopt Resolution to Set Levy for 2021-22 at .7624 in General Fund, .0477 in Bond Fund, 01336 In Special Building Fund, and .0518 in QCPUF, for a Total of .995646.
 - 10.3. Discussion, Approval and Adoption of a resolution authorizing the early redemption of the District's outstanding General Obligation Refunding Bonds, Series 2017
 - 10.4. Approval and Adoption of a Resolution Authorizing the Issuance by the District of its General Obligation Refunding Bonds, Series 2021, in a Principal Amount Not

to Exceed \$5,750,000, for the Purpose of Refunding the District's Outstanding General Obligation Refunding Bonds, Series 2017

10.5. Review Policies 3000-3190:

- 3010--Budget Planning
- 3011--GASB Fund Balance Reporting
- 3020--Public Review of Budget
- 3030--Transfer of Funds Between Categories
- 3040--Budget as Spending Plan Budgeted
- 3042--CM@R Policy
- 3050--Tuition Fees
- 3060--Materials Fees
- 3070--Summer School Fees
- 3080--Federal Funds
- 3090--Sale and Disposal of Property
- 3100--Leasing
- 3110--Short Term Investing
- 3120--Depository
- 3130--Purchasing Policies
- 3130.1--Procurement Plan Code of Conduct
- 3131--Procurement Plan
- 3140--Contracting for Services
- 3150--Paying for Goods and Services
- 3160--Report of Treasurer
- 3170--Periodic Audit
- 3180--System of Accounts
- 3190--Inventory of Equipment

10.6. Approve Purchase of three (3) Cafeteria Tables for \$5466.00

10.7. Discuss, Consider, and Take Necessary Action to Approve 21-22 Contract with Arbor Family Counseling

10.8. Discuss, Consider and Approve Contract for Related Services with Roots to Wings

10.9. Discuss, Consider and Accept Resignation from Certificated Teacher Under Agreed Upon Conditions

11. ADJOURNMENT

Monday, August 9, 2021 7:00 PM Central

1. OPENING PROCEDURES

1.1. Call Meeting to Order

Matt O'Daniel called the meeting to order at 7:00

1.2. Roll Call

Board members present were Matt O'Daniel, Shanon Willmott, Janet Warner, Chase Kratochvil, and Jason Arp. Also present were Superintendent Dr. Dawn Lewis, Elementary Principal Jacqueline Morgan, High School Principal Aaron Pfingsten and recording secretary Jenny Hansen. Athletic Director James Shada and Board member Bruce Scheer were approved absent Motion to approve the absence of Bruce Scheer Passed with a motion by Janet Warner and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

1.3. Pledge of Allegiance

1.4. Approval of Regular Meeting Agenda

Motion to approve the regular meeting agenda as presented Passed with a motion by Chase Kratochvil and a second by Shanon Willmott.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

2. WELCOME TO GUESTS AND PUBLIC FORUM

2.1. Allow/Seek Public Comment on ESSER III (ARP) Funds Plan Proposal Posted on APS Website

No patrons were present. The plan is posted on the APS website.

3. CONSENT AGENDA

Motion to approve the consent agenda as presented Passed with a motion by Matt O'Daniel and a second by Jason Arp.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

3.1. Minutes of the Previous Board Meeting(s)

3.2. Monthly Financial Reports

3.3. Approve Hiring of Para-Professionals:

Jamie Halladay

Erika Shanahan

Tonya Andreasen

Catherine Dawson (PT)

3.4. Approve Hiring of 10-Month Custodian:

Amada Najera

4. PRINCIPALS REPORTS

4.1. Mr. Shada's August Report

4.2. Mrs. Morgan's Elementary Report .

4.3. Mr. Pfingsten's Secondary Report

5. SUPERINTENDENTS REPORT

5.1. 2020-2021 Transportation Report

We are looking at the future needs of possibly an additional/replacement van and bus.

5.2. 2021-2022 School Opening Info

5.3. NASB Board Quicks

5.4. Construction Project Update

Mark with Boyd Jones updated the board on the construction projects.

5.5. Review Enrollment Numbers

5.6. Information on Re-Funding of the Series 2017 General Obligation Bond

5.7. Update on Traffic and Student Safety Plan for Drop-off and Pick-up During Construction

5.8. Update on Coaches Handbook Progress

5.9. Status of Hot Lunch for 2021-2022

Breakfast and lunch remains free for this year for students.

5.10. Review of Survey Responses for Return to Learn in Person Plan

6. COMMITTEE AND REPRESENTATIVE REPORTS

6.1. Finance Committee

7. UNFINISHED BUSINESS

7.1. Discuss, Consider, and Adopt use of the NASB Superintendent Evaluation Tool

No action was taken tonight as the board feels this warrants further discussion.

8. NEW BUSINESS

8.1. Discuss, Consider, and Take Necessary Action to Close Employee Benefit Fund and Transfer Remaining Funds to the General Fund

Motion to move \$841.95 from employee benefits fund to general fund, and close the employee benefits fund. Passed with a motion by Shanon Willmott and a second by Chase Kratochvil.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

8.2. Discuss, Consider and Approve 2021-2022 St. Paul Shuttle Agreement

Motion to approve contract with St. Paul's for bus shuttle service as presented. Passed with a motion by Shanon Willmott and a second by Jason Arp.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

8.3. Approve Transfer of Funds from General Fund to Depreciation for Building Construction Project (\$300,000)

Motion to move \$300,000 from general fund to depreciation for construction projects. Passed with a motion by Matt O'Daniel and a second by Janet Warner.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

8.4. Approve Transfer of Funds from General Fund to Depreciation for Future Purchase of School Transportation (\$150,000)

Motion to move \$150,000 from General Fund to Depreciation for future transportation purchases. Passed with a motion by Chase Kratochvil and a second by Jason Arp.

Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

8.5. Discuss and Approve Addition of Blair Public Schools to the Fremont Public, Fremont Bergan, Arlington Swimming Co-Op

CO-OP would like all Board of Educations involved with swimming Co-Op to approve the addition of Blair Public Schools
Motion to approve addition of Blair Community Schools to Swimming Coop with Fremont, Bergan and Arlington. Passed with a motion by Janet Warner and a second by Shanon Willmott.
Jason Arp: Yea, Chase Kratochvil: Yea, Matt O'Daniel: Yea, Janet Warner: Yea, Shanon Willmott: Yea

9. EXECUTIVE SESSION

10. ACTION ON EXECUTIVE SESSION ITEMS

11. ADJOURNMENT

Matt O'Daniel adjourned at 8:14pm.

Matt O'Daniel, Board President

Dawn Lewis, Board Secretary

Date

Date

Arlington Public Schools
August 31, 2021

Fund Name 2 Rivers Bank	Starting Balance	Receipts	Disbursements	Interfund Transfers	Ending Balance
General Fund - 864	\$ 149,942.99	\$ 179,952.68	\$ 1,106,158.54	\$ 927,519.52	\$ 151,256.65
Activities - 109	\$ 90,857.64	\$ 159,335.45	\$ 27,016.90	\$ -	\$ 223,176.19
Activities Saving - 713	\$ 220.03	\$ -	\$ -	\$ -	\$ 220.03
Activities CD - 5826	\$ 107,140.79	\$ 1.76	\$ 107,142.55	\$ -	\$ (0.00)
		1/30/19-7/30/21		Total Activities:	\$ 223,396.22
Sweep - 956	\$ 2,503,752.34	\$ 269.81		\$ (924,896.69)	\$ 1,579,125.46
Hot Lunch - 487	\$ 215,239.33	\$ 5,153.98	\$ 275.00	\$ (2,622.83)	\$ 217,495.48
Employee Benefit Fund	\$ 841.95	\$ -	\$ 841.95	\$ -	\$ 0.00
Depreciation Fund	\$ 1,563,774.50	\$ 450,239.95	\$ 48,692.00	\$ -	\$ 1,965,322.45
Depreciation CD - 5826	\$ 254,218.36	\$ -	\$ -	\$ -	\$ 254,218.36
		1/15/21-4/15/22		Total Depreciation:	\$ 2,219,540.81
2017 Bond Refunding	\$ 666,837.44	\$ 5,635.16	\$ -	\$ -	\$ 672,472.61
QCPUF	\$ 376,834.22	\$ 5,222.52	\$ -		\$ 382,056.73
Spec Bldg Fund	\$ 4,006,415.29	\$ 14,327.11	\$ -	\$ -	\$ 4,020,742.40
Sp Building CD - 5826	\$ -	\$ -	\$ -	\$ -	\$ -
				Total Spec Bldg:	\$ 4,020,742.40
Total Special Funds	\$ 6,868,921.76	\$ 475,424.74	\$ 49,533.95	\$ -	\$ 7,294,812.55

**ARLINGTON PUBLIC SCHOOLS
GENERAL FUND
August 31, 2021**

Beginning Fund Balance	7/31/2021	\$ 2,653,695.33
Receipts		\$ 185,347.95
Disbursements		\$ (595,694.38)
Payroll Taxes and Electronic Submissions		\$ (206,751.96)
Net Payroll		\$ (303,712.20)
Outstanding Liabilities		
Adjustments **		\$ (2,502.63)
Ending Fund Balance	8/31/2021	\$ 1,730,382.11
FUND BALANCE ASSETS	8/31/2021	
Two Rivers Bank		
General Fund Checking		\$ 151,256.65
General Fund Sweep Account		\$ 1,579,125.46
TOTAL GENERAL FUND ASSETS		\$ 1,730,382.11

**

HL transfer

HL deposits

**ARLINGTON PUBLIC SCHOOLS
SPECIAL FUND
August 31, 2021**

Beginning Fund Balance	7/31/2021	\$ 6,868,921.76
	Receipts	\$ 475,424.74
	Disbursements	\$ (49,533.95)
	Adjustments **	
Ending Fund Balance	8/31/2021	\$ 7,294,812.55
 FUND BALANCE ASSETS	 8/31/2021	
Two Rivers Bank Balance	Special Funds	\$ 7,040,594.19
	CD - Spec Bldg	\$ -
	CD - Depreciation	\$ 254,218.36
		\$ 7,294,812.55

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CHECK REGISTER FOR JULY 2021 BOARD MEETING

(Includes special fund checks)

PAYEE NAME	DESCRIPTION	AMOUNT
Airgas	Tank rental	\$ 297.13
American Broadband	Telephone service	\$ 497.63
American Lift and Sign	Fix Football scoreboard	\$ 140.00
APS Activity	Reimb music for choral pins	\$ 27.50
Arbor Counseling	family counseling	\$ 4,030.00
Bauer Built Tire	Tires for bus 2011	\$ 930.00
Blair Community Schools	OT Agreement	\$ 1,768.00
Blick art	Brushes for art	\$ 16.08
Border States	Maintenance supplies	\$ 736.05
Border States	Maintenance supplies	\$ 852.00
Border States	Maintenance supplies	\$ 206.98
Capitla One (Walmart)	supplies	\$ 654.60
Cashwa Distributing	Food Order	\$ 8,614.86
Cengage Learning	Working papers	\$ 191.40
Class Intercom	Class intercom social platform renewal	\$ 975.00
Clausen, Martin	Pest Control	
Cognia Inc	Membership fee	\$ 1,200.00
Countryside repair	Repairs to 1997 Ford for Maintenance	\$ 3,000.26
Delta Education LLC	Trays, plastic tote	\$ 59.92
Dietze Music House	Crosland supplies	\$ 204.03
Eagle Auto	Oil change van 9	\$ 67.41
Earthgrains (Bimbo Bakeries)	Food Order	\$ 1,163.84
Echo Group	LED flat panel lights	\$ 192.12
Egan Supply	Maintenance supplies	\$ 60.35
Egan Supply	Floor finish	\$ 484.76
Enterprise Publishing	Mintues BOE 8.9.21	\$ 200.25
Enterprise Publishing	Subscription and ad for BTS	\$ 384.00
Enterprise Publishing	Legal Notice for Paper	\$ 48.80
Enterprise Publishing	Help wanted ads - para, cust, drivers	\$ 264.30
ESU #5	SNDLC Consortium Membership	\$ 3,500.00
Fiber Platform (United Priv Networks)	Distance learning	\$ 556.43
Fifth Season	Sprinkler	\$ 429.55
Firefly Computers	30 HP Probook X360	\$ 9,990.00
Flinn Scientific	Kment science order	\$ 1,068.68
Flinn Scientific	Classic Stirrer	\$ 332.00
Flinn Scientific	Breakers - science supply	\$ 31.50
Follet School Solutions	Book order - library	\$ 807.78
Follet School Solutions	Book order - library	\$ 77.36
Gaggle	Email archiving	\$ 2,035.00
Gartner and Assoc	HV/AC Aeon motor	\$ 779.00
Handwriting without tears	My first book set	\$ 398.97
Heartland Tires	Buses	\$ 1,323.16
Hiland Dairy	Milk/Dairy Order	\$ 2,360.89
Hobby Lobby	HS lounge remodel items	\$ 129.36
Hobby Lobby	HS lounge remodel items	\$ 125.35
Hometown Leasing	Printer Copier Lease	\$ 1,723.15
Huss, Jamie	Athletic Svcs May	
Jackson Service	Kitchen Supplies	\$ 229.96
Kam Com Technologies	Lenovo 300E Keyboards	\$ 390.00
Kend Adams Construction Inc	Patching concrete sidewalk	\$ 350.00
Lakeshore Equip	1st - 3rd grade items	\$ 1,256.72

Lakeshore Equip	5-HS Sped supplies	\$ 1,246.77
Long, Mary	Lunch money refund	\$ 200.00
Lou's Sporting Goods	New Staff Hoodies	\$ 583.24
Lou's Sporting Goods	24 Stadium chairs for new gym	\$ 2,900.00
McGraw Hill Education	7-12th Reading and Writing curriculum	\$ 2,067.09
Menards - Fremont	Maintenance supplies	\$ 601.73
Menards - Fremont	Maintenance supplies	\$ 261.42
Menards - Fremont	Maintenance supplies	\$ 153.88
Menards - Fremont	Maintenance supplies	\$ 33.90
Menards - Fremont	8 cube white shelf	\$ 47.99
Menards - Fremont	Cart for student supplies	\$ 41.97
Menards - Fremont	Football Field maintenance	\$ 97.37
Menards - Fremont	Returned appliance from FCS room	\$ 592.57
Methodist Fremont Health	Bus driver DOT physical	\$ 150.00
Meyo Enterprises	Backstop inspection for all gyms	\$ 3,640.00
Midwest Alarm Svcs	Fire alarm monitoring and inspection	\$ 2,125.08
Morgan, Don	Catered Lunch	\$ 889.25
NACIA	NACIA Dues for Tashia Wolf	\$ 15.00
NAFME	Mastny membership renewal	\$ 135.00
NASB	Membership dues - Martens, Arp, O'Coni	\$ 250.00
NASB Alicap	Alicap insurance 21-22	\$118,192.00
NASCO	FCS supplies	\$ 60.95
NCS Pearson	Q Global Admin report and starter kit	\$ 227.00
NCS Pearson	Q-Interactive Standard license	\$ 275.00
Odeys Inc	Paint for FB field	\$ 950.00
Odeys Inc	Supplies for FB and SB fields	\$ 709.84
Odeys Inc	Mount for SB field	\$ 85.00
Omaha Truck	Pump for windshield wipers 2013 bus	\$ 17.67
Omaha Truck	Bus 2013	\$ 445.58
Omaha Truck	Repairs on buses for start of year	\$ 677.13
One Source	Background checks	\$ 337.70
OPPD	Electricity	\$ 8,964.52
O'Reilley Auto	Wiper blades for bus	\$ 31.08
Payflex	Payflex	\$ 100.00
Payflex	Potter Oct COBRA	\$ 749.28
Ralston Pub Schools	Summer semester - deaf hard hearing	\$ 561.59
Rochester 100 Inc	Friday Folders	\$ 438.75
School Datebooks	Planners for MS and HS	\$ 1,235.16
School Specialty supply	Transparent counters and rulers	\$ 14.08
Scripps National Spelling bee	Enrollment for spelling bee	\$ 357.50
Shaw Hull Navarette	Bookkeeping svcs for July	\$ 179.00
Sherwin Williams	Paint and supplies	\$ 154.88
Sherwin Williams	Paint and supplies	\$ 112.14
Staples Credit Plan	Chair and Supplies for HS guidance	\$ 235.98
Staples Credit Plan	Pens and Planner for AD, Calendar for ki	\$ 50.97
Staples Credit Plan	Teacher Chair	\$ 99.99
Symmetry Energy	Natural Gas	\$ 1,015.59
Symmetry Energy	Natural Gas	\$ 1,259.44
Sysco Pegler	Food Order	\$ 2,304.39
Teacher Innovations Inc	Planbook subscription renewal	\$ 405.00
Two Rivers Bank	Direct Deposit Payment Fee	\$ 18.00
UMA - Mahesh Inc	4 Rooms for Admin days in Kearney	\$ 999.60
Univ of NE at Kearney	Transitional Teacher Placement contract	\$ 1,000.00
US Foods	Food Order	\$ 3,925.96
Village of Arlington	Water	\$ 1,188.65

Virco	Classroom table	\$ 1,132.74
Virco	15 tables and 5 chairs - HS	\$ 2,201.15
VISA	supplies	\$ 16,337.76
VP striping	Staff only parking	\$ 150.00
Waste Connections	Trash Service	\$ 509.36
Weldon Parts	Bus parts	\$ 116.86
West Music	Music supplies 2021-2022	\$ 755.07
Wiese Plumbing and Excavating	Football Field Plumbing repair	\$ 920.66
Zaner-Bloser	KG phonemic awareness sets, tchr mate	\$ 2,553.54
Zaner-Bloser	Grade 1 super kids curriculum	\$ 168.00
Zaner-Bloser	Extra materials for piloting curriculum	\$ 279.00

Total Payables (GF checks not mailed until approved by the BOE) **\$243,697.95**

HANDPAYABLES (GF Paid and mailed after previous board meeting but before this board meeting)

Wex Bank	Shell Bill	\$ 466.29
Casey's	Fuel for mini vans	\$ 177.87
McNally, Jennifer	speaker for beginning of year inservice	\$ 2,583.00
Waste Connections	Trash Service	\$ 510.08
Navigator Motor coaches	Band state fair bus	\$ 567.50
APS Arlington Activity	Funds to pay back musical	\$ 2,903.92
Echo Group	SIE breaker box for ballfield	\$ 467.85
Payflex	Potter Sept premiums	\$ 749.28

Total Handpayables **\$ 8,425.79**

Total General Fund **\$252,123.74**

SPECIAL FUNDS (Building, Bond, QCPUF, Dep checks)

DLR Group Inc	Construction Svcs (ck cut 8/19/21)	\$ 19,936.57	Dep fund
Arlington Gen Fund	Close employee benefit fund (8/19/21)	\$ 841.95	Ee benefit fund
Boyd Jones	Contractor Invoice (ck cut 8/30/21)	\$448,260.40	Building fund
ABC Abatement	Asbestos Abatement (ck cut 8/31/21)	\$ 675.00	Building fund
Olsson Inc	New addition dirt work (ck cut 8/30/21)	\$ 842.25	Dep fund
VISA	4 stovetops (ck cut 8/30/21)	\$ 5,378.00	Dep fund
Olsson Inc	Construction proj mgmt (awaiting BOE ap	\$ 2,898.50	Dep fund
Boyd Jones	Construction svcs (awaiting BOE approv	\$366,566.19	Dep fund

Total Special Funds **\$845,398.86**

EFINANCE - POWERSCHOOL
DATE: 08/30/2021
TIME: 16:31:56

ARLINGTON PUBLIC SCHOOL
CHECK REGISTER

PAGE NUMBER: 1
VENCHK11
ACCOUNTING PERIOD: 12/21

FUND - 06 - FOOD SERVICE

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
42417	9001	08/30/21	4607 VISA	2610	INK ROLLS FOR CACULATOR F	6.99
TOTAL FUND						6.99

EFINANCE - POWERSCHOOL
 DATE: 08/30/2021
 TIME: 16:31:56

ARLINGTON PUBLIC SCHOOL
 CHECK REGISTER

PAGE NUMBER: 2
 VENCHK11
 ACCOUNTING PERIOD: 12/21

FUND - 99 - DISBURSEMENT FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	VENDOR	ACCT	DESCRIPTION	AMOUNT
42417			4607	VISA	VOID: MULTI STUB CHECK	
42418	9001	08/30/21	4607	VISA		.10
42418	9001	08/30/21	4607	VISA		.01
42418	9001	08/30/21	4607	VISA	24 COPIES OF THE JUNGLE F	198.00
42418	9001	08/30/21	4607	VISA	30 POCKET ORGANIZER FOR C	17.97
42418	9001	08/30/21	4607	VISA	AMAZON - 1/2"D FLEXIBLE S	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 6PACK BLACK BASK	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 6PACK BLACK BASK	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 6PACK BLACK BASK	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 6PACK BLACK BASK	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 6PACK BLACK BASK	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 6PACK BLACK BASK	26.87
42418	9001	08/30/21	4607	VISA	AMAZON - 8-SECTION STORAG	279.99
42418	9001	08/30/21	4607	VISA	AMAZON - BROTHER GENUINE	99.98
42418	9001	08/30/21	4607	VISA	AMAZON - DOUBLE NINE DOMI	9.98
42418	9001	08/30/21	4607	VISA	AMAZON - EXERCISE BALL	55.44
42418	9001	08/30/21	4607	VISA	AMAZON - FLIP CRAYONS	43.04
42418	9001	08/30/21	4607	VISA	AMAZON - KIDS HEADPHONES	65.98
42418	9001	08/30/21	4607	VISA	AMAZON - PORTABLE RECLINI	97.74
42418	9001	08/30/21	4607	VISA	AMAZON - SOLO PLASTIC BAT	.01
42418	9001	08/30/21	4607	VISA	AMAZON - WOOD PATTERN BL	.01
42418	9001	08/30/21	4607	VISA	BASC-3 Q-GLOBAL DIGITAL A	112.00
42418	9001	08/30/21	4607	VISA	BITSBX CODING SUBSCRIPTI	29.95
42418	9001	08/30/21	4607	VISA	BREAKFAST FOR STAFF FOR B	568.00
42418	9001	08/30/21	4607	VISA	CLASSROOM HANGING US FLAG	123.39
42418	9001	08/30/21	4607	VISA	COPPERMILL	152.60
42418	9001	08/30/21	4607	VISA	CORD COVER	179.90
42418	9001	08/30/21	4607	VISA	CUNNINGHAMS	85.84
42418	9001	08/30/21	4607	VISA	EDUCATION.COM - SUBSCRIPT	150.00
42418	9001	08/30/21	4607	VISA	ENVELOPES FOR DISTRICT	2,500.25
42418	9001	08/30/21	4607	VISA	FLOWERS FOR DR LEWIS' FAT	256.21
42418	9001	08/30/21	4607	VISA	GROWING CLIPS AND FOCKWOO	353.10
42418	9001	08/30/21	4607	VISA	HDMI PLATE AND HDMI CABLE	88.66
42418	9001	08/30/21	4607	VISA	ITEMS FOR HS LOUNGE RENO	35.97
42418	9001	08/30/21	4607	VISA	LUNCH FOR ALL NEW CERTIFI	163.09
42418	9001	08/30/21	4607	VISA	MUSIC NOTES - BARINA CROS	5.28
42418	9001	08/30/21	4607	VISA	N22 KEYBOARDS	1,963.00
42418	9001	08/30/21	4607	VISA	NEW FILE BOX FOR SUPERINT	27.50
42418	9001	08/30/21	4607	VISA	NEW SHREDDER FOR DISTRICT	607.28
42418	9001	08/30/21	4607	VISA	OMAHA WORLD HERALD SUBSCR	135.20
42418	9001	08/30/21	4607	VISA	OMAHA WORLD HERALD SUBSCR	135.20
42418	9001	08/30/21	4607	VISA	ORANGE SET OF PREP BOWLS	55.95
42418	9001	08/30/21	4607	VISA	PEARSON - VINELAND-3 Q-GL	16.00
42418	9001	08/30/21	4607	VISA	POSTAGE FOR BACK TO SCHOO	132.67
42418	9001	08/30/21	4607	VISA	POSTAGE FOR DISTRICT OFFI	110.00
42418	9001	08/30/21	4607	VISA	PROTRACTORS FOR MATH INTE	10.99
42418	9001	08/30/21	4607	VISA	RUNZA - ADMIN DAYS	66.41
42418	9001	08/30/21	4607	VISA	SUPER TEACHER WORKSHEET R	24.95
42418	9001	08/30/21	4607	VISA	SUPER TEACHER WORKSHEET R	49.90
42418	9001	08/30/21	4607	VISA	THE JUNGLE	181.42
42418	9001	08/30/21	4607	VISA	THE ROAD- THE JUNGLE BOOK	1,206.90
42418	9001	08/30/21	4607	VISA	THUNDERHEAD	57.79
42418	9001	08/30/21	4607	VISA	TPT - WRITING BUNDLE	60.00
42418	9001	08/30/21	4607	VISA	VOCAB A-Z RENEWAL AND SPE	226.00
42418	9001	08/30/21	4607	VISA	WIRELESS MOUSE, HDMI SWIT	90.77
42418	9001	08/30/21	4607	VISA	YELLOW CAUTION TAPE FOR R	25.98

EFINANCE - POWERSCHOOL
DATE: 08/30/2021
TIME: 16:31:56

ARLINGTON PUBLIC SCHOOL
CHECK REGISTER

PAGE NUMBER: 3
VENCHK11
ACCOUNTING PERIOD: 12/21

FUND - 99 - DISBURSEMENT FUND

CHECK NUMBER	CASH ACCT	DATE ISSUED	-----VENDOR-----	ACCT	-----DESCRIPTION-----	AMOUNT
42418	9001	08/30/21	4607 VISA	2610	PO CORRECTINO	-64.85
		TOTAL CHECK				10,952.77
		TOTAL FUND				10,952.77
		TOTAL REPORT				10,959.76

ACTIVITY BALANCE as of 8/31/2021

Source Code:	Account	Beginning Bal	YTD Revenues	YTD Expenditures	Balance
701	One School One Team	\$ 881.20	\$22,042.00	\$5,650.41	\$ 17,272.79
736	Activities Interest	\$ 8,486.00	\$3,099.69	\$0.00	\$ 11,585.69
702	Always For Kids	\$ 41,079.07	\$5,165.14	\$11,157.35	\$ 35,086.86
703	Art Class	\$ 8,173.26	\$2,634.02	\$3,051.58	\$ 7,755.70
704	Art Club	\$ 2,791.26	\$99.95	\$1,561.90	\$ 1,329.31
705	Athletics	\$ (7,944.06)	\$88,796.67	\$111,561.46	\$ (30,708.85)
706	Band	\$ 5,479.32	\$6,178.59	\$7,240.50	\$ 4,417.41
789	Baseball Fund	\$ 4,896.53	\$1,404.00	\$2,434.79	\$ 3,865.74
762	Baylor/ACT	\$ 2,979.09	\$0.00	\$0.00	\$ 2,979.09
708	Book Club	\$ 270.55	\$0.00	\$0.00	\$ 270.55
790	Boys Basketball	\$ 1,323.06	\$6,016.00	\$5,973.34	\$ 1,365.72
783	Boys Golf	\$ 1,250.35	\$265.00	\$221.00	\$ 1,294.35
709	Cheerleading	\$ 317.65	\$18,050.89	\$15,620.85	\$ 2,747.69
734	Class of 2018	\$ 1,453.91	\$0.00	\$0.00	\$ 1,453.91
765	Class of 2019	\$ 1,016.13	\$0.00	\$0.00	\$ 1,016.13
770	Class of 2020	\$ 646.85	\$0.00	\$218.59	\$ 428.26
771	Class of 2021	\$ 734.77	\$811.34	\$1,087.23	\$ 458.88
768	Class of 2022	\$ 4,352.77	\$4,440.53	\$3,197.92	\$ 5,595.38
772	Class of 2023	\$ 1,759.20	\$1,893.15	\$320.50	\$ 3,331.85
773	Class of 2024	\$ 481.35	\$525.90	-\$1,000.00	\$ 2,007.25
774	Class of 2025	\$ -	\$0.00	-\$1,000.00	\$ 1,000.00
775	Class of 2026	\$ -	\$0.00	\$0.00	\$ -
720	Concessions	\$ (4,476.00)	\$23,328.34	\$24,912.42	\$ (6,060.08)
785	Cross Country	\$ 2,853.59	\$4,564.00	\$2,986.90	\$ 4,430.69
721	Dance Squad	\$ 732.05	\$10,676.75	\$6,879.58	\$ 4,529.22
722	Drama	\$ 402.73	\$85.20	\$226.70	\$ 261.23
724	Elem Lounge	\$ (55.16)	\$0.00	\$0.00	\$ (55.16)
732	Fam Cons Science	\$ 2,683.23	\$1,498.69	\$2,097.55	\$ 2,084.37
726	FBLA	\$ 15,654.83	\$2,867.63	\$5,217.10	\$ 13,305.36
766	FFA	\$ 10,667.39	\$7,827.46	\$3,599.88	\$ 14,894.97
758	Floor Fund	\$ 427.95	\$0.00	\$0.00	\$ 427.95
727	Football	\$ 2,500.50	\$14,142.25	\$1,150.68	\$ 15,492.07
791	Girls Basketball	\$ 834.74	\$4,916.90	\$4,335.24	\$ 1,416.40
784	Girls Golf	\$ 2,953.08	\$253.00	\$0.00	\$ 3,206.08
735	Honor Society	\$ 1,215.16	\$729.60	\$860.90	\$ 1,083.86
761	Honors History	\$ 0.09	\$0.00	\$0.00	\$ 0.09
744	HS Lounge	\$ 581.60	\$10.98	\$163.78	\$ 428.80
740	Industrial Tech / Woods	\$ 1,285.63	\$3,665.00	\$3,145.32	\$ 1,805.31
739	Library Fund Elem/HS	\$ 3,457.43	\$5,067.85	\$6,524.92	\$ 2,000.36
764	Metro	\$ 47,277.01	\$0.00	\$0.00	\$ 47,277.01
792	MS Girls Basketball	\$ 120.14	\$437.00	\$581.10	\$ (23.96)
723	MS STEM	\$ 144.33	\$237.64	\$239.80	\$ 142.17
737	MS Student Council	\$ 3,871.41	\$170.90	\$2,500.00	\$ 1,542.31
787	MS Track	\$ 222.12	\$0.00	\$0.00	\$ 222.12

756	Pepsi	\$	1,728.76	\$1,791.38	\$726.00	\$	2,794.14
742	Quiz Bowl	\$	1,139.64	\$0.00	\$90.82	\$	1,048.82
728	Reimbursement (general	\$	6,771.00	\$102.00	\$102.00	\$	6,771.00
714	SKILLS	\$	679.48	\$0.00	\$0.00	\$	679.48
788	Softball	\$	(653.69)	\$3,339.40	\$1,881.69	\$	804.02
746	Spanish Club	\$	181.94	\$0.00	\$31.97	\$	149.97
794	Sped	\$	-	\$194.00	\$115.65	\$	78.35
747	Speech	\$	942.06	\$0.00	\$292.56	\$	649.50
748	Spring Musical	\$	4,443.86	\$11,439.54	\$9,113.78	\$	6,769.62
793	Striv	\$	150.00	\$845.00	\$595.00	\$	400.00
749	Student Council	\$	4,146.52	\$1,874.00	\$2,845.80	\$	3,174.72
750	Student Vending	\$	1,396.71	\$58.26	\$0.00	\$	1,454.97
751	Swing Choir	\$	2,091.67	\$2,428.20	\$2,516.49	\$	2,003.38
786	Track Fund	\$	1,513.82	\$1,430.44	\$1,189.79	\$	1,754.47
717	Transition	\$	1,613.51	\$0.00	\$0.00	\$	1,613.51
782	Volleyball	\$	2,612.28	\$3,983.02	\$5,759.70	\$	835.60
710	Welding	\$	(353.79)	\$0.00	\$51.62	\$	(405.41)
733	Wrestling	\$	4,404.67	\$997.99	\$1,832.64	\$	3,570.02
753	Yearbook	\$	4,757.21	\$6,240.00	\$10,472.12	\$	525.09
	Totals		\$211,347.76	\$276,625.29	\$270,336.92		\$217,636.13

Arlington Public Schools
K-12 Library Board Report
September 2021
Librarian: Kristy Rollins
Library Paraprofessional: Merrit Gilmore

Budget Summary

Library books consistently make up (80%) of the total library budget each year. The rest (20%) is needed for yearly supplies and subscription costs.

Currently we have over 28,000 books in the library. It was decided to purchase books each quarter to stay as current as possible with new selections. Students and staff are able to send in requests to be purchased. It has been a popular feature.

We were also able to partner with the PTO to add several book collections.

Mission Statement

The mission of the Arlington Public School Library is to help our students become 21st century information and technology leaders, prepare them for life-long learning, and help them develop a love for reading.

Circulation

The library circulation has seen an increase each year, even through covid. We were able to quarantine books and get them back safely in the hands of the students. Students starting in 3rd grade are taught how to search and hold a book using Destiny, our library management system. Students in 2-6 are also taught how to find “just right” books to take ownership of their independent reading. Kindergarten and 1st grade are more guided to their just right books to develop their reading skills.

Year	Total Circulation
2021-2022	1,493
2020-2021	26,914
2019-2020	24,605
Total	53,012

A few new items have been added to the library. The first being a reading table for beginning readers to easily flip through the books to find their book. Second we added a community puzzle for everyone to work on as time allows.

There are guidelines for everyone to follow so we can all appreciate the finished puzzle when we get there. The third thing added this year was 6 reading chairs for students to take turns in reading after check out.



Birthday Book Club

This is still a work in progress. We are looking to send out monthly invitations to join the birthday book club. Last year students were able to add their name to the wall for donating. We only had a handful of students participate.

Book Fairs

The Arlington School Library made approximately \$3,500 during its book fair last year. It was our only book fair due to covid. It was only open during the day for students to shop, no guests were allowed in the building during the fair. We are looking to host 3 regular book fairs this year, if we are able to.

Media Center Scheduling

Mrs. Rollins teaches two scheduled 30 minute classes to grades Kindergarten through 4th grade. Fifth and Sixth grade are coming for one hour a week this year. All grade levels have 30 minutes of computer/tech/typing time, with the other 30 minutes dedicated to library lessons.

Once a month students are also given an opportunity to participate in Makerspace. It started in the 2020-21 school year. Students are given a STEAM challenge and allowed to create during their class period. The first year students were mostly using recycled goods or items we had at school. With a PTO partnership the library was able to purchase a dedicated Makerspace cart. The lessons this year will be able to use the cart and create using circuits, screws, bolts, etc.

To accommodate all the changes the computer lab was removed and a chromebook cart was moved in. The Makerspace tables (we added a 6 top on over the summer) got a remodel and took over the computer lab space. Now students use the space for computer lessons and Makerspace.

In the lab students are learning a range of technology from google, typing, research, common sense media (online safety), mouse skills, overall computer navigation or coding. Using a chromebook cart helps the students learn on computers that they use day-to-day in their classrooms.

Students are familiar with the APS media homepage. It is updated regularly with lessons we cover in the library or per teacher requests. They start in kindergarten learning how to navigate the website. They are able to use most of the links at home, if needed, as well.

Library lessons cover topics of book awards, dewey decimal system, reading with inflection, main ideas, roles of authors/illustrators. Our 30 minute time period is spent hearing a book, mini lesson, new book checkout, and then time to read, work on the puzzle, or there is an activity at their table each week.

Also new this year is 7th grade keyboarding. Every 7th period students come in to learn typing skills and work through common sense media lessons. This posed a challenge for space and we are working on getting new tables over in the high school section.

Seven out of eight periods there are high school students in the library for the kickstart program or taking college courses. We are responsible for attendance while the student's class is all online.



AR

Accelerated Reader is a program we use to track independent reading for 2-6 grade. Student goals are set based on grade and teacher input. They have the entire quarter to meet their point goal, but they have to reach a certain comprehension score to even get points. We encourage students to pick their just right books to earn their points and improve their reading abilities. Each week students are rewarded for their reading with the AR prize cart. 2nd and 3rd grade earn a prize every 5 points, while 4-6th are awarded every 10 points.

ANNUAL DISTRICT GOALS

Sept 2020

Dec 2020

June 2021

Sept 2021

GOAL AREA: BUDGET

GOAL: Maximize district resources to provide quality facilities and educational programs.

OBJECTIVES:

1. APS will explore innovative funding mechanisms.
2. APS will continue to develop the capacity for financial optimization.
3. APS will maintain broad concept planning based on foreseeable budget and summative needs assessment.

STRATEGIES:

1. Identify alternative funding sources including corporate sponsorship.
2. Assist the Arlington Education Foundation in developing alternative funding sources.
3. **Coordinate the financial planning with the Facility Plan that is developed.**
4. **Working with FEMA for possible additional flood damage recovery. Projected funding still uncertain, as this is a long process. Holding off on settlement with ALICAP as we await FEMA decisions**
5. **Passed Budget with Lower Levy**
6. **Inquiring with Education Foundation for some projects (FFA, Choir, etc.) Some Funding Secured, additional being considered (About \$4000 Committed currently)**
7. **Secured NDEQ Reimbursement for playground mulch (~\$17,000)**
8. **Secured Flex Funding for 2020-2021 (~\$30,000)**
9. **Secured Wind and Solar Energy Grant for \$30,900**
10. **Secured Grants for Media Productions and Ag from the AEF totaling approx \$4600**
11. **Prepared well with Depreciation, Reserves, and Special Building fund to handle a project with the possibility of little to no levy increase**
12. **Secured FEMA/NEMA Funding of ~\$38,000 for baseball dugouts**
13. **Grant Funds of \$12,000 for iPads from Foundation**
14. **Lowered levy second year w/ minimal increase to overall budget**
15. **PTO donation of \$2500 for Makerspace and AR prize cart**
16. **Music Boosters donation of \$4500 for choir robes**
17. **Two Bev Gruenke awards received by teachers**
18. **Foundation grant of approximately \$1400 to music department for “singer’s masks”**
19. **Foundation grant for microphones for musical/Booster donation for other musical items (\$6000 total)**
20. **ESSER I, II, and III funds to offset technology, additional staff, and additional tech time costs**
21. **Relatively Levy Neutral budget; cost increased some offset by valuations**
22. **Building Renovation and Addition on Budget even with some delays**

GOAL AREA: COMMUNITY ENGAGEMENT

GOAL: Maximize transparent communication by providing meaningful feedback and input opportunities toward continuous improvement efforts to strengthen family, school, and community partnerships.

OBJECTIVES:

1. APS will enhance our communication process to inform and engage stakeholders in our community.
2. APS will develop outreach opportunities that reinforce learning and engage the community in support of all educational and extracurricular endeavors.

STRATEGIES:

1. Examine current practices to promote periodic community engagement session(s).
2. Utilize community collaborators in the process of strategically planning for a 5-10 year facility enhancement plan.
3. Provide education and training for parents and guardians to promote school readiness.
4. Provide support for community childcare providers in their efforts to enhance quality services to children and families.
5. Increase the social media presence of the district.
6. Community Budget Workshop Held
7. Classroom Intercom adopted to streamline social media posts and involve more people
8. Elementary Newsletter using Smore.com
9. **Childcare Provider Training held 11/7/2019**
10. **TeamMates and Education Foundation Outreach**
11. **Held Community Meeting with DLR**
12. **Monthly Supt Article in the Citizen**
13. **Use of STRIV to broadcast meeting to reach more citizens**
14. **Held our Title I parent meeting**
15. **Hosted additional parent early childhood meeting for school readiness (third this year)**
16. **Daily Communication during closure via video message**
17. **Joined with Blair Area Economic Development to brainstorm ways to improve Arlington downtown “curb appeal”**
18. **Several Interviews with the Citizen to prepare the beginning of the year.**
19. **Successfully held graduation in July**
20. **Attendance of many community events by Admin Team/Board of Education**
21. **Striv of board meetings**
22. **Huddle three angle camera added to gym for games broadcast**
23. **Regular posting of guidelines, COVID reports, and health information on the website and social medias**
24. **Veterans Day video created and shared in lieu of being able to hold a traditional program**
25. **All board meetings now on striv or youtube/striv**
26. **Regular and specific articles in paper**
27. **Groundbreaking ceremony for new addition**
28. **Expansion of Striv; First school in Nebraska to broadcast cross country meet**
29. **Back to a regular, albeit revised, Grandparents day after missing a year due to COVID**

30. Multiple surveys regarding COVID and ESSER III application

GOAL AREA: FACILITIES

GOAL: Provide up-to-date facilities to allow for continuous improvement and benefit to students in educational and extracurricular programs.

OBJECTIVES:

1. APS will provide a safe and secure learning environment.
2. APS will identify and prioritize existing facility needs.
3. APS will identify and prioritize a 5-10 year facility enhancement plan.
4. APS will collaborate with the Washington County Agricultural Society and the Village of Arlington and other external entities to most effectively use shared space(s).

STRATEGIES:

1. Evaluate and implement recommendations from the safety committee.
2. Examine existing transportation program and plan for future comprehensive needs.
3. Maximize the use of energy efficient technology to address financial challenges.
4. Develop a plan of action that is responsive to the Educational and Facility Planning Needs obtained in consort with DLR.
5. Obtain cost proposals from DLR and plan community engagement meeting
6. Working with FEMA to restore and mitigate damages to baseball field and bus barn
7. Considering additional ideas to share with DLR (Northeast corner, etc)
8. Contacts with other agencies to facilitate future building projects (Boyd Jones, Hausmann Construction)
9. Examine current space to gain additional educational spaces for addition of sections if needed prior to any new facility project
10. Meeting with Village and Omaha MAPA to plan for future of urban sprawl and community/school readiness
11. Met with Jerry McCall for possible contract services for growth
12. Engaged with DLR to evolve building plan which meets current needs and fits into budget without requiring additional bonds
13. Maintaining current facilities to improve parking conditions at football field
14. Communication with the Village regarding street
15. Selection of CM for Building/Renovation project with construction to begin Spring 2021
16. Dead trees removed, gaining 4 additional parking spots
17. Facilities managed with COVID-19 recommendations in place (tight but making it work)
18. New baseball dugouts approved
19. Progress moving along well on building addition/renovation project
20. New door system working fantastic
21. Renovation and addition work moving forward, coordinating with Boyd Jones going extremely well
22. Renovation on schedule; addition on schedule; may have \$\$\$ in contingency for other projects
23. Brainstorm session with admin team for practical use of "office space" in Bus Barn facility
24. Additional Parking spaces captured for staff (parking for staff was a huge issue last year)
25. Safe and secure walk-zone to school by temporary street closure; traffic flow

GOAL AREA: STUDENT PERFORMANCE

GOAL: Develop and implement plans using instructional best practices, formative and summative assessments, and student data to ensure that all students are college and career ready.

OBJECTIVES:

1. APS will consistently score above the state average and score in the top 20% of identified schools* at each grade level in reading, math, and science utilizing a 5-year average.
2. Maintain interest and increase participation in career and college ready courses. *as measured by a) number of students completing career pathways, b) number of students successfully completing college courses (dual enrollment).*
3. Maintain cohort graduation rates of 94% or higher.
4. APS will assist students in transitioning from secondary education into careers and/or post-secondary studies.
5. **Identify ways in which we can enhance students' knowledge and exposure to emerging technologies and technical career opportunities.**

*Identified schools – Arlington, Ashland-Greenwood, Bennington, Blair, DC West, Fort Calhoun, Millard, North Bend, Papillion LaVista, Raymond Central, Springfield-Platteview, Syracuse, Wahoo, Yutan

STRATEGIES:

1. Develop and articulate curriculum that is aligned with state standards and **with the *Nebraska Standards for Career Ready Practice: Preparation for College and Career into all courses.***
2. Practice data-informed program and instructional planning in the implementation of Multi-Tiered Support System.
3. Continue to implement the Arlington Instructional Model based on the Marzano Framework
Fully implemented, formal observation summative tool approved by the state, teachers working on creating Student Learning Objectives (SLO).
4. Implement a revised evaluation tool aligned to the Arlington Instructional Model.
5. *Implement a district-wide (common) formative assessment system where data analysis informs instruction to ensure student achievement growth.*
6. Expand use of and access to interactive tools and technology to support and improve PK-12 learning and innovation.
7. Develop, articulate, and deliver a comprehensive secondary curriculum to assist students in transitioning from secondary education into careers and/or post-secondary studies.
8. Identify social, emotional, and behavioral support systems for students and staff.
 - a. Arbor Family Counseling Contract
9. **Research learning management systems and make a decision on system to implement across the district. (??? are we ready, do we have time, biting enough off with new evaluation system, wait a year??)**
10. **Research and add technology based courses and extra-curricular opportunities.**
New Classes: Intro to Computer Science and Applied Technology; offering more STEM type coursework and exposure to “coding”

12. Fastbridge implemented K-6, data available for teachers on Google Docs, coded according to students currently receiving services
13. New math K-8 intervention “Number Worlds”
14. Tashia LLI up and running (Leveled Literacy Intervention)
15. Exploring the use of FastBridge as a progress monitoring tool for interventions. We plan to use FastBridge during the winter term for 7th and 8th graders as another assessment screener in the areas of reading and math.
16. Work with NDE on Targeted Assistance Survey
17. Add interventions through MTSS for progress toward TSI
 - MS MTSS team has been developed
 - Intervention scheduling - dedicated time/not stealing time from courses
 - ACT Prep - providing the full John Baylor program, dedicated time/not stealing time from courses
18. Selection, Purchase, and Implementation of Aligned Science Curriculum
19. Possible collaboration on grant with Region 6 for student mental health connected to natural disaster trauma, other factors
20. Assessment of student population and class sizes for program improvement (additional staffing needs, etc.)
21. Grant to purchase PD and summative evaluation tool
22. Addition of middle school math skills program to the summer offerings.
23. Adoption of Canvas to assist with teacher/student/parent online platform consistency
24. Codes obtained from all vendors to implement curriculum online pieces with Canvas
25. Learning prioritized during COVID-19, maintaining student engagement and assisting all families/students through the learning process
26. Preparations for APS School Improvement (was NCA, was AdvancEd, now is Cognia) visit this coming spring
27. Purchase of iPads for Pk-2 for Canvas/assessment use with CARES Act funding and AEF grant
28. Requiring all seniors to take the ACT and all juniors to take the PreACT in the fall.
29. MAPS data shows slow down of anticipated growth, but not a terrible amount of loss, due to COVID-19 closure
30. Teachers repurposed to manage size due to COVID resulting in smaller class sizes which normally increase student performance and decrease office referrals (unintended natural benefit)
31. New “kickstart” college classes being taken by many students this fall
32. In communication with Blair schools regarding “Intern Omaha,” hope to develop this program here and create our own
33. Ad Hoc committee for grade scale
34. Pilot of new ELA curriculum scheduled for fall for selection/adoption in one year
35. Analysis of COVID year data driving our discussion on curriculum
36. STEAM Summer School well attended
37. Survey of parents regarding PK
38. Pilot K-12 ELA curriculum
39. Additional PD (elementary) at elementary (20 minute PD)
40. Great ACT from Spring statewide administration of this years senior class

41. Grade Scale adjusted to reflect the “norm” of our area and give students best opportunities

GOAL AREA: BEHAVIORAL AND MENTAL HEALTH

Goal: Research, develop and implement a school-wide plan to support mental, emotional, and behavioral health concerns of all students.

Objectives:

1. APS will implement A System of Supports for staff to report behavioral, mental, and emotional concerns of students
2. APS will implement a program for safe reporting for students
3. APS will partner with area resources to support families
4. APS will identify and support students with behavioral and emotional health issues

STRATEGIES

1. Continue Partnership with Arbor Family Counseling
 - a. analysis data shows usage increased
2. Seek applicants to employ our own school psychologist to use for purposes other than SPED verifications and interventions
3. Seek resources to support student emotional health as we return to school post-pandemic and post-protest
 - a. ESU3 and ESU2 support meetings to share ideas and address concerns
4. Present opportunities to our students to help them develop character
 - a. Club/Sport Involvement with training for coaches (Inside Out Coaching book study, etc.)
 - b. Teammates
 - c. FCA
 - d. YFC (new possibility)
5. Dolores Bangert/Region 6 Mental/Behavioral Health Grant--qualified by being part of the flood disaster in 2019, now eligible for additional services. Mrs. Harris and Mr. Everitt coordinated with Dolores.
6. Advertising for FT School Psych, or will purchase extended time next year from ESU2 for our current purchased psych.
7. Dr. Lewis met with Arlington Youth Foundation to brainstorm new ways for them to reach students or provide for their families
8. Mental Health speaker for staff coming in August
9. Additional hours of on-site counseling purchased from Arbor for the coming year with ESSER Funds
10. Addition of legislated anonymous helpline for implementation in the fall
11. Fulltime School Psych hired for 2021-22 and new guidance counselors to work in tandem to help our students
12. Extended contract with Arbor for twice the onsite hours
13. Exploration of adding “Hope Squad” for suicide awareness
14. New Counselors and Psych connected with Region 6 and Arbor Family
15. Staff Mental Health Speaker for Inservice Agenda

Elementary Board Report September 2021

- **MAP/Fountas and Pinnell Assessments** - We have completed our first round of these assessments. Staff is working on developing goals based on the data we have reviewed.
- **Team Time** - This time is utilized once a week to look intentionally at the data and to formulate a “plan of attack”.
- **Bank in Schools** - Bank in Schools is back next week!
- **Breakfast Club** - A new addition to our Friday morning offerings. Students can come into the breakfast club to get homework help or catch up if they have missing work!
- **Grandparent’s Day** - We celebrated Grandparent’s Day this past Friday a little different! 376 Grandparents were present for the afternoon.
- **Little Girls’ Cheer** - Lots of little girls attended cheer camp last week and performed on Friday night!

Theme for the year is **Thriving!**

Secondary Principal's Report

September 2021 Board Meeting

Testing -

MAP Testing

The first round of MAP testing was completed last week. Teachers are using the data to inform instructional decisions.

Fastbridge Testing

7th graders took the Fastbridge test in reading to deepen our understanding of their current mastery levels.

Lions Club Screening

The Lions Club assisted with the annual vision, hearing, and health screening of all 7th and 10th grade students on September 1st.

Apply to College Day

Final preparations are being made for our annual Apply to College Day. Early October is the target.

Senior Meetings

Mrs. Toft is finishing senior meetings with students this month. She will be scheduling meetings with senior parents next month.

Homecoming Information

Game - Friday, October 1

Dance - Saturday, October 2

Construction Update -

Windows and Displaced Classes

Student Experience



James Shada
September
Board Report

Fall Sports

The high school sports season has officially started. We are pleased with the participation of our student population in athletics. We hosted the Arlington Cross Country Meet on 9/9/21. The Arlington softball tournament is on September 18th. Volleyball has their home tournament on September 25th. Girls Golf is in full swing and the Arlington Golf Invite is on September 21st. The home football games are:

- 8/27 West Point @ Home
- 9/3 v. @ North Bend
- 9/10 Ashland @ Home- Junior Cheer Night- State Patrol
- 9/17 v. @ Pierce
- 9/24 v. @ Logan View
- 10/1 v. Concordia @ Home- **Home Coming**
- 10/8 v. @ Ft. Calhoun
- 10/15 Boys Town @ Home
- 10/22 DC West @ Home- Senior Night

Fall Sports Participation Numbers

- VB 22
- Dance 11
- Cheer 11
- Girls Golf 3
- Softball 18
- Cross Country 23
- Football 40

Clubs and Activities

We are excited this year to be able to be full swing in our activities and clubs. We have had great beginning of the year interest in our kick off parties. We anticipate that we will be able to compete at the district and state levels for our activities.

High School Clubs: Band, Music, Book Club, Speech, Quiz Bowl, FBLA, STUCO, Show Choir, Yearbook, NHS, Journalism (Newspaper) SKILLS USA, Vocal Music, Spanish Club FFA, Art Club, Book Club, Striv, Social Media

NASB Monthly Update for Board Meetings Agenda Item:

September 2021

View the Monthly Update in video form at:

<http://members.nasbonline.org/index.php/news-resources/videos>

REMINDER: According to the Superintendent Pay Transparency Act, any new contract, changes to an existing contract, or automatic renewals shall be posted on the school's website and submitted to NDE by August 1st.

Latest 'Board Notes' – Monthly Newsletters

- ALICAP Returning \$2.75 Million to its Members
 - School Board Member of the Year Nominations Due
 - How Well Do You Know Your Board's Policies?
 - At The Board Table - Board Meetings – A Meeting Held in Public, not a Public Meeting
 - An Update from the State Board of Education
 - How Nebraska Schools Can Overcome Budget Shortfalls in 2021
 - ... And Much More!
-

"NASB Update – Annual Board Calendar"

View the full calendar at: <http://members.nasbonline.org/index.php/resources>

As a board, some items you should doing, or have on the monthly agenda include:

MISSION, VISION & GOALS

- Strategic Plan Update; District Goals Update;

POLICY GOVERNANCE

- Review Annual District Report; Review, update, and adopt policy;

ACCOUNTABILITY & STUDENT ACHIEVEMENT

- Review Summer School Programs; Review ACT Results;
- **Review Certified Staff Professional Development Calendar and Budget;**
- **Review School Improvement Plan;**
- **District Membership Report.** On or before **October 15**, of each year, the superintendent of each school district shall file with the commissioner the fall school district **membership report**, which report shall include the number of children from birth through twenty years of age enrolled in the district on October 1 of a given school year. The report shall enumerate (i) students by grade level, (ii) school district levies and total assessed valuation for the current fiscal year, (iii) students enrolled in the district as option students, resident students enrolled in another district as option students, students enrolled in the district

as open enrollment students, and resident students enrolled in another district as open enrollment students, and (iv) such other information as the Commissioner of Education directs.

- Pending in Legislature - Distance Education Incentives Denial Appeal – Due October 1

DISTRICT/ESU RESOURCES [BUDGET]

- Negotiations contract dispute decision (year of contract, if needed); Due September 15
- **Collective Bargaining Timeline.** On or before **September 1** of the year preceding the contract year in question, the certificated and instructional employees' collective-bargaining agent shall request recognition as bargaining agent. The governing board shall respond to such request not later than the following October 1.
- **Collective Bargaining Mediation Decision.** On or before **September 15**, the commission will render a decision on any contract dispute in regard to a non-agreed upon agreement that was due March 25. Negotiations board must respond to agent request; Due October 1
- **Elementary site allowance; calculation.** On or before **October 15**, each school district who qualifies for an elementary site allowance to submit the applicable form to the NDE.
- **Tax Request Hearing for Fund Levies.** On or before **October 13**, it is required that a school board, ESU, or the learning community council, setting the tax request at a different amount than the prior year, to hold a special public hearing, provide proper notice at least five days prior to the hearing, pass by a majority vote a resolution or ordinance increasing the tax amount and to certify and submit the resolution to the county clerk.
- **ESU Audit.** On or before **January 31**, the ESU Audit Report will be presented to the ESU board for review.

REPORTS

- Board Committees; Superintendent; Administrators;
- Annual Emergency Safety Plan – Annual Adoption

LEARNING COMMUNITY

- On or before **October 15**, the learning community levies, and total assessed valuation are due

NASB's Video Resources: <http://members.nasbonline.org/index.php/news-resources/videos>

- Legal Resources, NASB's Live & Learn Series, Q&A's with the Governor and Commissioner Blomstedt, EHA Updates, Advocacy breakdowns, Monthly Board Agendas, and MUCH more!

Networking & Events ... Register Now: <http://members.nasbonline.org/index.php/events>

- **Area Membership Meetings – August to October**
 - Aug 24 – Gering Aug 25 – North Platte Aug 31 – Valentine Sept 1 – Norfolk
 - September 8 – Kearney
 - September 15 – York
 - September 29 – Fremont
 - October 5 – La Vista
 - October 6 – Nebraska City



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- **Facilities & Construction Workshop – September 9 – Kearney**
 - **Needs – Resources: Understanding How the State Funds Your District**
 - September 21 - Wakefield
 - September 22 - O’Neill
 - October 26 - Ogallala
 - October 27 - Alliance
 - November 2 - Bartley
 - November – Grand Island
 - December – Broken Bow
 - **Labor Relations Conference – October 12-13 – Lincoln**
 - **5th Annual Sparq Tailgate Party – October 30 – Embassy Suites - Lincoln**
 - **State Education Conference – November 17-19 – CHI Health Center, Omaha**
-

Advocacy/2021 Legislative Session:

- The 2021 legislative session has wrapped. Keep tabs with all things pertinent to your school at NASB’s Govt Relations page at <http://members.nasbonline.org/index.php/government-relations>
-

Follow NASB on twitter at www.twitter.com/NASBOnline using the hashtag #liveNASB and on Facebook at www.facebook.com/NASBOnline

Watch all of the NASB videos at <http://members.nasbonline.org/index.php/news-resources/videos>

To see a quick glimpse at the various items the NASB is involved in, check out pages 10 & 11 each month in the **Board Notes newsletter** for “This Month In ...” To access the latest newsletter, click here: <http://members.nasbonline.org/index.php/news-resources/board-notes>



Business OperationsLeasing

When inadequate space exists for the proper function of the educational program or for administrative needs, the Board of Education may use funds to lease additional space. When the board determines that space within its buildings is in excess of that required for the proper functioning of the educational program or for administrative needs, the Board may lease space to another party, providing the business of the leasing party does not distract from the reputation, education or administration of the schools.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business OperationsShort-Term Investing

The Treasurer of the Board has the responsibility of investing funds in savings accounts, certificates of deposit, United States Government Securities and other legally approved investments. The interest received on any investments shall be credited to the fund from which the money was taken to make the investment, or in such other manner as may be permitted by law and in the best interests of the District's financial responsibilities.

Neb. Rev. Stat. §79-1043

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business Operations

Depository

The Treasurer of the Board shall deposit the funds received in a bank situated within the boundaries of the district.

The depository bank or banks shall be, from time to time, designated by the Board by formal Board action.

If there is no bank within the district, or if the bank refuses or neglects to make application as a depository, the board may designate any bank that is a state bank or national bank within the State.

Date of Adoption: September 12, 2011

Reviewed: September 14, 2015, April 9, 2018

Business OperationsPurchasing Policies

The Superintendent shall ensure that all purchases are made in the interest of economy and efficiency. Where necessary, standards and procedures shall be established to accomplish the following policies of the Board of Education:

1. Purchases up to \$5,000. For the greatest efficiency in expediting purchases, the administration shall be authorized to purchase any item specifically budgeted which has a sale price within the established limit.
2. Purchases from \$5,000 up to \$90,000. The Superintendent shall request the submission of proposals for purchases which have a sale price within the established limit. The Superintendent shall receive and evaluate all proposals in making a recommendation to the Board of Education for acceptance. The Board of Education may review all proposals submitted relating to the recommended purchase. Since this is a proposal system, not a bidding process, the school district in no way shall be obligated to arbitrarily award the contract to the lowest proposal, but shall reserve the right to reject any and all proposals or to waive any informality in any proposal it deems advisable, and to award to the proposer which, in its opinion, is most desirable.
3. Purchases of \$90,000 and above. The Superintendent shall advertise for sealed bids which shall be opened in conformity with any applicable laws and in compliance with any procedures established by the Superintendent. The Board retains the right to determine the responsibility of the bidders, and shall award the contract to the lowest responsible bidder meeting specifications, be the bidder a member or apart from the local community.
4. Any school employee who orders any supplies or equipment outside of that which has been included in the annual budget and without written authorization of the principal or superintendent shall be personally liable for payment for the supplies or equipment purchased.
5. School employees or students purchasing supplies and equipment out of an activity account must first secure a purchase order from the principal authorizing the purchase. Failure to do so will cause the person to be personally liable for payment for the supplies or equipment purchased.

Credit Card Purchasing Program

1. The Board of Education authorizes the Superintendent or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the District.

2. The Board of Education delegates to the Superintendent or designee: (a) the determination of the type of purchasing card or cards to be utilized in the District's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the District's purchasing card program. The Superintendent shall submit the approved names to the Board, from time to time.
3. The District's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the District. No officer or employee of the District shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Superintendent or designee shall temporarily or permanently suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Superintendent or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference: Neb. Rev. Stat. § 13-610

Date of Adoption: August 12, 2019

Business OperationsProcurement Plan – Code of Conduct

The District seeks to conduct all procurement procedures in compliance with federal and state regulations and without any conflicts of interest with employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent of the District may participate in the selection, award, or administration of a contract supported by federal, state, or local funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee, officer, or agent of the District may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Employees, officers or agents of the District that violate these standards shall be subject to appropriate disciplinary actions.

Date of Adoption: July 10, 2017

Reviewed: April 9, 2018

Business Operations

Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 (small purchase threshold) per procurement event or in aggregate purchases this organization will follow the informal Small Purchase Procedures.
- When the annual total for food service program related items is greater than \$250,000 (small purchase threshold) per year per procurement event or in aggregate purchases this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for single purchases under \$10,000 made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Small Purchase Procedures

For purchases made below the small purchase threshold, Small Purchase Procedures will be utilized to purchase necessary goods and services. When Small Purchase Procedures are used, this organization will take the following steps:

1. Contact a reasonable number of qualified vendors.
2. Write specifications for goods and services.
3. Document each vendor's quoted price. (ex. log sheet)
3. Select the company that provides the lowest, most responsive, and responsible bid.
4. Document supplier who was awarded the quote.
5. Manage orders by confirming product and prices match quotes.

Formal Competitive Solicitation Procedures

For purchases made in excess of the small purchase threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid (“IFB”) or Request for Proposal (“RFP”) document specifically addressing the items to be procured
 - a. Include detailed specifications
 - b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
 - b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the small purchase threshold established in the sponsor’s procurement policy statement is less than \$150,000, the smaller bid threshold will govern.)

Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. [2 CFR 200.319(a)(6)]
- C. Documentation: We shall maintain for the current year and the preceding three years all significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]

- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]
- E. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)]
- G. General Requirements:
1. Small, minority and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
 2. Ensure compliance with the Buy American Provision when purchasing food 7 CRF 210.21(d).
 3. A cost or price analysis in connection with every procurement action in excess of the Small Purchase Threshold including contract modifications. [2 CFR 200.323(a)]
 4. Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
- H. Duties of Food Service Supervisor:
1. Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting and budgeting.
 2. Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods or services.
 3. Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer's markets, etc.
 4. Make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service, and price.
 5. Place and confirm orders with vendors or make plans to purchase the required items.
 6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
 7. To work with vendors on a fair and equal basis.
 8. To conduct an in-house procurement review once per year.

Date of Adoption: August 12, 2019

Business OperationsContracting for Services

Contractual services which by their nature are not adapted to award by competitive bidding, such as contracts for the services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part, are not subject to bid but are subject to approval by the Board of Education in conformity with established policy.

Every contract for services to be provided to Arlington Public Schools shall require that the contractor use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. Such requirement shall be deemed to be included and a part of the terms of every contract for services with the School District, including but not limited to oral contracts.

Legal Reference: Neb. Rev. Stat. § 4-114

Date of Adoption: June 14, 2010 and July 12, 2010

Reviewed: September 14, 2015; April 9, 2018

Business Operations

Paying for Goods and Services

At a regularly scheduled meeting of the Board, the administration shall present a list of bills for which payment is due, for the approval of the Board of Education. Supporting documents to verify payment shall be available for review upon request.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business Operations

Report of Treasurer

The Treasurer shall submit a monthly reconciliation to the Board which shall include:

- 1) Balances
- 2) Receipts
- 3) Disbursements
- 4) Investments

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business OperationsPeriodic Audit

An audit of the accounts of the school district shall be made annually by a certified public accounting firm selected by the Board. The audit examination shall be conducted in accordance with generally accepted auditing standards, shall comply with the current rules and regulations approved by the State Board of Education, and shall include all funds over which the Board has direct or supervisory control.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015; September 10, 2018

Business Operations

System of Accounts

The accounting systems and procedures for the school district shall be set up so as to conform to best business practice and existing guides from the state department of education.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015; September 10, 2018

Business Operations

Inventory of Equipment

An inventory of equipment shall be maintained by the Superintendent or designee and shall serve the functions of property control and determination of necessary insurance coverage.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015; September 10, 2018

Business OperationsBudget Planning

- 1) The Superintendent, with the assistance of the finance committee, shall direct the preparation of the school budget annually for the fiscal year beginning September 1 and ending August 31. Income and expenditure estimates shall be based upon the following:
 - A) Past experience.
 - B) State guidelines, legal spending limitations, and other statutes and regulations.
 - C) Other projection techniques.
- 2) The annual budget preparation shall be compatible with the long-range aims of the school district. In addition, the Superintendent, in preparing the budget, shall consider the priorities as established by the board for the total school program and shall equalize the educational opportunities offered at the school.
- 3) The specific manner in which the annual budget shall be compiled shall be at the discretion of the Superintendent. However, the budget shall contain the following:
 - A) The beginning fund balance for each fund.
 - B) Estimated receipts.
 - C) Estimated expenditures.
 - D) Estimated ending fund balance.
- 4) A report of the anticipated budget position shall be presented to the board early in each calendar year. At this time the board will establish guidelines for the development of the budget. The tentative budget shall then be developed for the board review, modification and approval prior to the budget hearing.
- 5) The Superintendent shall each year, prior to the preparation of the budget, establish a budget plan. The budget plan shall take into consideration all items of expenditure requests in relationship to the total school program, and shall be mindful of equalizing the educational opportunities at each level. In the budget plan the Superintendent will direct board budget priorities.
- 6) In preparing the annual budget for the board, the Superintendent shall give to the school principals and staff the information necessary for them to assess adequately the availability of funds and to relate funds available to the Superintendent's budget plan.

The principals will, based upon the availability of funds and the school's budget plan, submit budget recommendations to the Superintendent. Each principal's recommendations and requests will be evaluated according to the budget plan, then accepted or rejected for inclusion into the proposed budget. The Superintendent will convey or make available the Superintendent's decisions to the principal and staff prior to developing the final document.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015; April 9, 2018

Business OperationsFund Balance Reporting

Fund balance classification shall be recorded in accordance with governmental accounting standards as promulgated by the Governmental Accounting Standards Board (GASB), including GASB #54.

The order of spending and availability of the fund balance shall be to reduce funds from the listed areas in the following order: restricted, committed, assigned, and unassigned. Negative amounts shall not be reported for restricted, committed, or assigned funds.

Fund Balance shall mean the gross difference between governmental fund assets and liabilities reflected on the balance sheet. Governmental fund assets are those of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds.

The fund balance of the general fund finances most functions in the District. The fund balance of the general fund shall mean the gross difference between general fund assets and liabilities reflected on the balance sheet.

The five classifications of governmental fund balances are as follows:

1. Non-spendable fund balance means the portion of the gross fund balance that is not expendable (such as inventories) or is legally earmarked for a specific use (such as the self-funded reserves program).

Examples of non-spendable fund balance reserves for which fund balance shall not be available for financing general operating expenditures include: inventories, prepaid items, deferred expenditures, long-term receivables, and outstanding encumbrances.

2. Restricted fund balance includes amounts constrained to a specific purpose by the provider, such as a grantor. Examples of restricted fund balances include: child nutrition programs, technology programs, construction programs, and resources from other granting agencies.
3. Committed fund balance means that portion of the fund balance that is constrained to a specific purpose by the Board. Examples include: potential litigation, claims, and judgments and activity funds.
4. Assigned fund balance means that portion of the fund balance that is spendable or available for appropriation but has been tentatively earmarked for some specific purpose by the Superintendent or designee. Such plans or intent may change and may never be budgeted, or may result in expenditures in future periods of time. Examples include: insurance deductibles program start-up costs; and other legal uses.

5. Unassigned fund balance includes amounts available for any legal purpose. This portion of the total fund balance in the general fund is available to finance operating expenditures.

The unassigned fund balance shall be the difference between the total fund balance and the total of the non-spendable fund balance, restricted fund balance, committed fund balance, and assigned fund balance.

Date of Adoption: September 9, 2013

Reviewed: September 14, 2015; April 9, 2018

Business OperationsPublic Review of Budget

The Superintendent shall make the tentative budget conveniently available for public inspection and arrange for a public hearing on the tentative budget as required by law. At least one public hearing shall be held regarding the tentative budget prior to the final action by the board. Notice and time of such hearing together with a summary of the proposed budget statement, shall be published as required by law.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business OperationsTransfer of Funds Between Categories

All transfers of funds between the major classifications of the budget shall be according to law and upon approval of the board. The board may make transfers of monies between the various items within the General Fund without a rehearing on the budget. Monies may be borrowed from one fund into another as allowed by law as long as such funds are replaced as soon as revenues are available.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business OperationsBudget as Spending Plan - Budgeted Items

After the budget has been adopted, the Superintendent shall be responsible for the proper use of the budget by all personnel. The Superintendent shall establish and operate budget controls for all schools and departments and shall ensure that the administration of the budget is in conformity with the legal requirements as well as the policies and actions of the board.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

3042 Construction Management at Risk Contracts

This policy is adopted pursuant to the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. § 13-2901 through § 13-2914).

The board shall adopt a resolution by a two-thirds affirmative vote selecting the construction management at risk contract delivery system prior to proceeding with any of the steps involved with solicitation or execution of any construction contract.

Definitions. For purposes of this policy:

1. Construction management at risk contract means a contract by which a construction manager (a) assumes the legal responsibility to deliver a construction project within a contracted price to the school district, (b) acts as a construction consultant to the school district during the design development phase of the project when the school district's architect or engineer designs the project, and (c) is the builder during the construction phase of the project;
2. Construction manager means the legal entity which proposes to enter into a construction management at risk contract pursuant to the Act;
3. Proposal means an offer in response to a request for proposals by a construction manager to enter into a construction management at risk contract for a project pursuant to the act;
4. Request for proposals means the documentation by which a school district solicits proposals; and
5. School district means Arlington Public Schools.

Procedures.

1. Procedures for the preparation and content of requests for proposals shall include the following:
 - A. At least thirty days prior to the deadline for receiving and opening proposals, notice of the request for proposals shall be published in a newspaper of general circulation within the school district and filed with the State Department of Education. The request for proposals shall contain, at a

minimum, the following elements:

1. The identity of the school district for which the project will be built and the school district that will execute the contract;
 2. Policies adopted by the school district pursuant to the Act;
 3. The proposed terms and conditions of the contract, including any terms and conditions which are subject to further negotiation. The proposed general terms and conditions shall be consistent with nationally recognized model general terms and conditions which are standard in the design and construction industry in Nebraska. The proposed terms and conditions may set forth an initial determination of the manner by which the construction manager selects any subcontractor and may require that any work subcontracted be awarded by competitive bidding;
 4. Any bonds and insurance required by law or as may be additionally required by the school district;
 5. General information about the project which will assist the school district in its selection of the construction manager, including a project statement which contains information about the scope and nature of the project, the project site, the schedule, and the estimated budget;
 6. The criteria for evaluation of proposals and the relative weight of each criterion; and
 7. A description of any other information which the school district chooses to require.
2. Procedures for the preparation and submission of proposals by the construction manager shall be determined on a project-by-project basis and included within the requests for proposals.
 3. Procedures for evaluating requests for proposals submitted to the school district by a construction manager shall include the following:

- A. The school district shall refer the proposals for recommendation to a selection committee. The selection committee shall be a group of at least five persons designated by the school district. Members of the selection committee shall include (1) members of the school board, (2) members of the school administration or staff, (3) the school's architect or engineer (4) any person having special expertise relevant to selection of a construction manager under the Act, and (5) a resident of the school district other than an individual included in subdivisions (1) through (4) of this subsection. A member of the selection committee designated under subdivision (4) or (5) of this subsection shall not be employed by or have a financial or other interest in a construction manager who has a proposal being evaluated and shall not be employed by the school district or the school's architect or engineer.
- B. The selection committee and the school district shall evaluate proposals taking into consideration the criteria enumerated in subdivisions (1) through (7) of this subsection with the maximum percentage of total points for evaluation which may be assigned to each criterion set forth following the criterion. The following criteria shall be evaluated, when applicable:
- (1) The financial resources of the construction manager to complete the project **(5%)**;
 - (2) The ability of the proposed personnel of the construction manager to perform **(25%)**;
 - (3) The character, integrity, reputation, judgment, experience, and efficiency of the construction manager **(25%)**;
 - (4) The quality of performance on previous projects **(25%)**;
 - (5) The ability of the construction manager to perform within the time specified **(10%)**;
 - (6) The previous and existing compliance of the construction manager with laws relating to the

contract **(5%)**; and

- (7) Such other information as may be secured having a bearing on the selection **(5%)**.

The records of the selection committee in evaluating proposals and making recommendations shall be considered public records for purposes of NEB. REV. STAT. § 84-712.01.

- C. The school district shall then evaluate and rank each proposal on the basis of best meeting the criteria in the request for proposals and taking into consideration the recommendation of the selection committee.
4. Procedures for negotiations between the school district and the construction managers submitting proposals prior to the acceptance of a proposal if any such negotiations are contemplated shall include the following:
- A. The school district may attempt to negotiate a construction management at risk contract with the highest ranked construction manager and may enter into a construction management at risk contract after negotiations.
- B. The negotiations shall include a final determination of the manner by which the construction manager selects a subcontractor.
- C. If the school district is unable to negotiate a satisfactory contract with the highest ranked construction manager, the school district may terminate negotiations with that construction manager. The school district may then undertake negotiations with the second highest ranked construction manager and may enter into a construction management at risk contract after negotiations.
- D. If the school district is unable to negotiate a satisfactory contract with the second highest ranked construction manager, the school district may undertake negotiations with the third highest ranked construction manager, if any, and may enter into a construction management at risk contract after negotiations.
- E. If the school district is unable to negotiate a satisfactory contract with any of the ranked construction managers, the school district may either revise the request for proposals and solicit new proposals or cancel the construction management at risk process under the act.

- F. If the school district is able to negotiate a satisfactory contract with a construction manager, the school district shall file a copy of all construction management at risk contract documents with the State Department of Education within thirty days after their full execution. Within thirty days after completion of the project, the construction manager shall file a copy of all contract modifications and change orders with the State Department of Education.
5. Procedures for filing and acting on formal protests relating to the solicitation or execution of construction management at risk contracts shall include the following:
- A. Definitions.
 - (1) Interested party shall mean an actual or prospective bidder whose direct economic interest would be affected by the award of a contract by the school district to another party or by the failure of the school district to award a contract to such actual or prospective bidder.
 - (2) Protest shall mean a written objection by an interested party on any phase of the bidding process, including specification, preparation, bid solicitation, and intent to award.
 - B. Right to Protest. An interested party may protest to the Superintendent. The protest shall be submitted in writing on company letterhead within five working days after public notice of the bid. Protests based on alleged apparent improprieties in a solicitation or other request for proposals must be filed before bid opening or the closing date for receipt of proposals. In all other cases, the protest must be filed within five working days following the selection of the construction manager. To expedite handling of protests, the envelope containing the protest should be clearly labeled "Protest". The written protest shall include as a minimum the following:
 - (1) The name and address of the interested party;
 - (2) Appropriate identification of the relevant solicitation, and if a bid has been opened, its number, and date of

opening;

- (3) A detailed statement of reasons for the protest;
- (4) Supporting, exhibits, evidence, or documents to substantiate any claims unless not available within the filing time, in which case the expected availability date shall be indicated; and a list of all persons who have knowledge of facts relevant to the protest; and
- (5) The action(s) the protestor desires the school district to take to resolve the protest.

The Superintendent will immediately decide upon receipt of the protest whether or not the award of a contract shall be delayed, or if the protest is timely received after the award, whether the performance of the contract should be suspended. The school district shall not proceed further with the solicitation or with the award of the contract and shall suspend performance under the contract, if awarded, unless the Superintendent makes a written determination that the protest is clearly without merit or that award of the contract without delay is necessary to protect the substantial interests of the school district.

- C. Authority to Resolve Protests. Prior to the commencement of an administrative review by the Board concerning any protest, the Superintendent shall attempt to resolve any protest filed by an interested party concerning any solicitation. If the protest is not resolved by mutual agreement, the Superintendent shall create and deliver a Decision to the protestor within a reasonable time after the written protest was received. The Decision shall include a written summary of the Superintendent's investigation and a recommendation regarding the outcome of the protest. The Decision shall (1) state the reasons for the action taken, and (2) inform the interested party of their right to the administrative review by the Board. A copy of the Decision shall be mailed or otherwise furnished immediately to the interested party and any other party intervening protestor and all other bidders. If not satisfied with the decision of the Superintendent, any interested party protestor may appeal to the Board, but the decision shall be final unless the interested party protestor files a timely appeal with the

Board.

- D. Board Appeal Procedures. Any interested party protester, within five working days of receipt of a decision of the Superintendent, may file with the Superintendent a written notice of appeal for an administrative review before the Board. The Notice of Appeal must clearly state the action protested and the basis of appeal. The Board will conduct an administrative review at its next regularly scheduled meeting or at a special meeting. The school district board of education shall consider the Decision of the Superintendent and shall make the final decision on the protest. The school district board of education's decision shall be final.

- 6. A construction management at risk contract may be conditioned upon later refinements in scope and price and may permit the school district in agreement with the construction manager to make changes in the project without invalidating the contract. Later refinements shall not exceed the scope of the project statement contained in the request for proposals.

Prohibitions. The school district shall not use a construction management at risk contract for any construction project excluded by NEB. REV. STAT. § 13-2914 or any other applicable law.

Adopted on: July 13, 2020

Revised on: _____

Reviewed on: June 8, 2020

Business Operations

Tuition Fees

The Board of Education may at its sole discretion allow non-resident students to attend Arlington Public Schools upon payment of tuition in an amount established by the Board of Education, and paid in advance, as and to the extent required by law.

Legal Reference: Neb. Rev. Stat. §79-215

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business Operations

Materials Fees

Each principal is responsible, in cooperation with teachers, coaches and other instructional personnel for planning and requesting budgetary provision for all materials and activities recognized as part of the total school program.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business OperationsSummer School Fees

Students who fail classes and are required to take summer school classes out of district shall be expected to pay their own tuition and travel expenses. If Arlington Public Schools provides summer school instruction, the tuition charges shall be based upon the actual costs incurred in operation and will not be intended to provide a financial profit for the district.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business Operations

Federal Funds

The Superintendent shall recommend to the Board of Education approval of application for federal assistance under the provisions of federal laws if the use of such funds is not contrary to the educational goals and policies of the district.

Date of Adoption: March 10, 2008

Reviewed: September 14, 2015, April 9, 2018

Business OperationsSale and Disposal of School Property

The Superintendent is authorized and directed to dispose of books, furniture, equipment, real estate, and other property that is obsolete or no longer needed for school operations. Any sale of school property is contingent on approval by the vote of at least two-thirds of the members of the Board of Education at a regular meeting.

Such disposal may be by private sale, auction, trade-in, or by taking bids and selling to the highest or most responsible bidder.

The following procedures shall be followed for an auction or when taking bids:

1. The intention to sell shall be publicized, via school newsletter, a weekly memo, a bulletin posting, a newspaper advertisement, or other means suitable to the value and nature of the property.
2. Real estate will be sold to the highest bidder, except that a minimum acceptable price may be established prior to bidding.
3. Items which are offered for sale in an approved manner which are not sold after a reasonable period of time may be considered to have no value and may be disposed of as determined by the Superintendent and reported to the Board of Education.

Property that has little or no value shall be discarded or recycled as appropriate. No school employee shall take such property for their personal use, even if the item has been placed in the trash, without the express approval of the administration.

Legal Reference: Neb. Rev. Stat. § 79-10,114

Date of Adoption: August 8, 2016

Reviewed: April 9, 2018

QUOTATION

UNIVERSITY PUB, INC 

SCHOOL & OFFICE - FURNITURE & EQUIPMENT

PO Box 22890 Lincoln, NE 68542

Phone: 402-525-4464

Email: dan_unipub@windstream.net

Date: 9/2/2022



Dan Gill - Sales

Quotation No.	JOB NAME: ARLINGTON HIGH SCHOOL - ARLINGTON, NE 68002 ATTN: LAWRENCE REED.		
Quantity	Description	Unit	Total
	THE FOLLOWING IS BASED ON FURNISHING PALMER HAMILTON MOBILE CAFETERIA TABLES.		
3	#19F18393012 RECTANGULAR BENCH TABLE - 29"H X 30"W X 12'L POWDERCOAT FRAME BLACK, BLACK EDGE GUARD		
	WILSON ART LAMINATE #4142-60 GREY GLACE (130-GRY)		
	MATERIALS DELIVERED: NOT UNLOADED OR SET UP.	\$1,822.00	\$5,466.00
	CURRENT LEAD TIME IS 12 TO 14 WEEKS PLUS 3 TO 10 BUSINESS DAYS IN TRANSIT TIME.		
	NOTE: THE #19F06 HAS BEEN REPLACED WITH THE #19F18 - THE NEW VERSION IS 3" WIDER AND 4" SHORTER IN LENGTH.		
A	ARLINGTON, NE 68002		

* A _____ may be withdrawn if not accepted within 30 days. All terms are quoted with manufacture
gn, construction, and colors unless so noted. Delivery of the above terms must be accep
the manufacturer's normal production schedule. Deferred deliveries may be subject to re-evaluation o

ARLINGTON PUBLIC SCHOOLS
EMPLOYEE AND STUDENT ASSISTANCE PROGRAM CONTRACT
BEGINNING JUNE 1, 2021

1) General Information

The **Arlington Public Schools Employee and Student Assistance Program** will assist employees and students at times of crisis to find solutions for problems before they become more serious or begin to affect job or school performance. This confidential program is an initial assessment and referral service for employees and/or students intended to open the door to problem solution assistance from a comprehensive support agency. That agency will be **Arbor Family Counseling Associates**. The school district will benefit when employees/students are able to resolve personal and family problems and thereby be better able to concentrate on their individual work or school achievements.

2) Employee/Student Assistance Program Requirements:

A. **Eligibility** – The **Arlington Public Schools** Employee/Student Assistance Program will be available and accessible to all employees (and their dependents) and students.

Employees and students may self-refer or be referred by school district administrators or counselors. **Arlington Public Schools** employees/students shall identify themselves as such when initially contacting Arbor Family Counseling Associates. Whenever possible, an appointment shall be assured by Arbor within 24 hours of the initial call.

B. **Confidentiality** – Confidentiality must be assured in the use of the contact with the Arlington Student Assistance Program. Arbor Family Counseling Associates and the **Arlington Public Schools** shall comply with all state and federal laws regulating confidentiality when the SAP is accessed. The school district requests that the Arbor counselor seek a written release of information when a joint effort of school officials and the Arbor counselor are deemed appropriate.

C. **Assessment and Problem Clarification Counseling** – Arbor Family Counseling Associates will provide an objective and thorough assessment of the problem presented by **Arlington Public Schools** employee or student. **All Arlington employees and students will be eligible for up to two one-hour assessment sessions for the purpose of identifying the problem and recommending appropriate services.** The assessment process may include medical and social history, peer and family relationships, patterns of academic or work performance, as well as other factors. **At the point where extended counseling or long term therapy may be required, Arbor Family Counseling Associates shall provide the employee/student with at least three referral options.**

D. **Short Term Counseling** - Where appropriate, Arbor Family Counseling Associates, within the two sessions described above, may work with employees/ students to formulate strategies and develop a plan to effectively resolve problems in as short a time as possible.

E. **School Staff Participation** – Given appropriate release signed, school staff will be consulted and encouraged to share their knowledge in helping these employees/students to resolve their problems. Arbor representatives shall meet with school district representatives in January and in April to assess the EAP/SAP program.

- F. Special Case Consultation – In the case where Arlington staff, Psychologists, Counselors or Administrators are in need of special consultation surrounding the care and management of a student, then services may be agreed-upon at an hourly rate of \$90.00. All services will be negotiated prior to service delivery.
- G. Follow-Up – Arbor will provide systematic and thorough feedback to the referral source or school counselor when appropriate.
- H. Cost to Employee/ Student – Arbor Family Counseling Associates will concentrate the first session on problem assessment. Discussion of costs of continued services shall be limited to the end of the problem assessment session and not before unless requested by the employee/student. Arbor representatives, where appropriate, will assist employees/counselors with filing for insurance benefits.
- I. Implementation – Arbor Family Counseling Associates will appoint an Employee/Student Assistance Program Coordinator who shall serve as the direct liaison with the school district. Arbor will provide and orientation for all students to inform students of services available and how to assess the SAP. Arbor will provide an orientation for all school staff about the SAP and EAP. Arbor will provide a brochure (approved by the superintendent) explaining the EAP and on explaining the SAP including the purpose, eligibility of use, function, confidentiality, services, location and phone of the offices of Arbor Family Counseling Associates. Arbor representatives will be responsible for up to three (3) hours of appropriate programs as scheduled/requested by the school district.

3) Reports

The Arbor – EAP/SAP Program Coordinator will present quarterly reports of usage by category to the superintendent. These reports are due on February 15 and June 15, 2021.

4) Fees for Services

Based on a total of 110 employees at an annual cost of \$16.00 per employee, the cost for Employee Assistance is a total of \$1760.00 to enroll all Employees. Based on a total of 700 students at an annual cost of \$9. per student, the cost for Student Assistance will be \$6300.00 to enroll all students. The total sum of \$8060.00, billable semi-annually for \$4030.00 will be payable to Arbor Family Counseling Associates within 30 days of billing.

5) Length of Agreement

This agreement will commence on June 1, 2021 and continue to May 31, 2022. This agreement is renewable annually.

Signed: _____

Arlington Public Schools

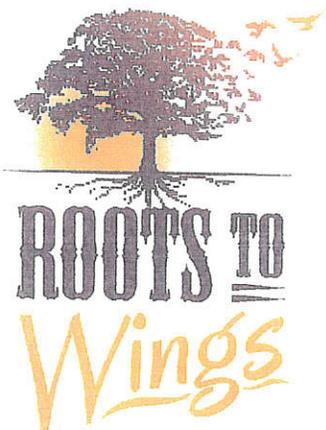
Date: _____



Signed: _____

Arbor Family Counseling Associates

Date: __September 8, 2021_____



Helping Young Spirits Take Flight

402-478-5215 • 315 West Eagle Street, Suite West • PO Box 611 • Arlington, NE 68002

DRAFT COOPERATION AGREEMENT

Our Mission:

Roots to Wings provides authentic life experiences to individuals living with a disability.

Executive Director:

Trisha Kylo

Board Members:

Dian Christensen-Hillis

Sherri Eddie

Sheila Monke

Lisa Schutt

Jamie Smith

Mary Jo Spalding

Tammy Andrews

Jodi Johann

Diane Gloeb

THIS AGREEMENT, made and entered into on _____ by and between _____ ("Servicing Agency") and _____ school ("District").

The District does hereby agree to hire the Servicing Agency to provide services for Vocational Placement for one student during the 2021-2022 contract year, and the Servicing Agency agrees to act as such, for the consideration and under the terms and conditions described below:

1. The District will provide a certified staff member (special education teacher) to oversee the educational program for the student.
2. The District agrees to pay the Servicing Agency a total of \$____ per hour for when the student is present and in attendance per the school calendar. The total number of days per month would not exceed the number of calendar days per school year, starting _____. Payment will be due when the Service Agency sends an invoice, with final payment for the calendar school year due _____.
3. The District and Servicing Agency agree to communicate regarding student progress at least monthly.
4. The Servicing Agency agrees to send progress reports monthly or as requested by the District.
5. In the event the District does not pay the Servicing Agency as set forth above, the Servicing Agency may cancel this contract and refuse further service. In the event of such cancellation, the Servicing Agency may recover any past due amounts.
6. This contract can be negotiated by mutual agreement.

Signed:

_____ DISTRICT

By: _____ Date: _____

SERVICING AGENCY

By: _____ Date: _____

Roots to Wings, a 501(c)3 not for profit. Tax laws require us to notify you that this letter is the official acknowledgement of your gift our Federal tax ID number of 47-4206589. Also, we are required to certify that you received no goods or services in consideration of this contribution. Therefore, the full amount of your gift is tax deductible. Thank you!