

Minden Public Schools  
Board of Education  
Board of Education Regular Meeting  
Minden High School Media Center  
543 West 5th  
Minden, NE 68959-0301  
Monday, October 13, 2025 7:00 PM

1. Call to Order
  - 1.a. Open Meetings Act is Posted
  - 1.b. Mission Statement
  - 1.c. Roll Call
  - 1.d. Pledge of Allegiance
2. Public Comment
  - 2.a. Middle School & High School Library Presentation
  - 2.b. Public Comment
3. Consent Agenda
  - 3.a. Consider Minutes from Prior Meeting
  - 3.b. Consider Financial Reports
  - 3.c. Consider Expenditures and Claims for Payment
4. Reports
  - 4.a. Board Committees
  - 4.b. Principals
  - 4.c. Superintendent
5. Policy Review and Updates
6. Action Items
  - 6.a. Consider, Discuss, and Take Action on Amendments to Policy 4221 Leaves of Absence and Policy 3132 Internal Controls
  - 6.b. Consider, Discuss, and Take Action on 2026-27 Capacity Limits for Policy 5006
7. Next Meeting
8. Adjournment per Board President Action at 7:39 p.m.

**MINDEN PUBLIC SCHOOLS  
BOARD OF EDUCATION  
September 8, 2025**

The agenda for the September 8, 2025 hearings and meeting were posted at the United States Post Office in Minden, Minden Exchange Bank, First Bank and Trust Company, Kearney County Courthouse, and the Minden city office. Agendas were mailed to the United States Post Office in Upland and Heartwell. The agendas were posted in the superintendent's office and notices were published in the local paper.

At 7:00 pm, Board President opened the Budget Hearing to hear support, opposition, criticism, suggestions and observations of taxpayers relating to the proposed 2025-2026 budget.

Dr. James Widdifield presented a proposed budget overview.

The hearing was closed at 7:12 pm, per Board President action.

At 7:12 pm, Board President opened the Tax Request Hearing to hear support, opposition, criticism, suggestions, and observations of taxpayers relating to setting the final tax request at a different amount than the prior year tax request.

Dr. James Widdifield presented a tax request overview.

The hearing was closed at 7:14 pm, per Board President action.

The board meeting began at 7:15 pm with all board members present.

Motion by Craig and second by Reed to approve the consent agenda consisting of minutes from the August 11 and August 21 meetings, financial reports, and claims for payment. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

The board discussed the amendments to Policy 4221 Leaves of Absence and Policy 3132 Internal Controls.

Motion by Craig and second by Glanzer to approve the 2025-2026 budget as presented at the budget hearing. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

Motion by Krull and second by Craig to approve the property tax levy of \$0.763249 and the following resolution: Now be it therefore resolved that (1) the Tax Request for the General Fund should be, and hereby is set at \$9,594,820.54 for the 2025-2026 school fiscal year; (2) the Tax Request for the Bond Fund should be, and hereby is set at \$1,718,275.50 for the 2025-2026 school fiscal year; and (3) the Tax Request for the Building Fund should be, and hereby is set at \$2,021,212.00 for the 2025-2026 school fiscal year. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

Motion by Rhynalds and second by Reed to approve the FFA trip to Indiana. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

Motion by Raun and second by Craig to approve with regret the resignation of Angie Oberg at the end of the 2025-26 school year. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

Motion by Craig and second by Krull to approve the purchase of a student transportation van and a wheelchair-accessible van; to authorize the Superintendent to negotiate the price and to authorize the payment for these vehicles and related expenses. Roll call: Craig, aye; Glanzer, aye; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

Motion by Krull and second by Reed to approve resolution to call a special election of the District on November 4, 2025, for the question of authorizing the issuance of \$27,285,000 in general obligation bonds of the District to pay the costs of construction and acquisition of a new elementary school building, site and public infrastructure improvements, modifications to the District's existing buildings and facilities, and providing for the necessary furniture, equipment and apparatus for such buildings and facilities of the District; authorizing the levy of taxes to pay the same; and related matters. Roll call: Craig, aye; Glanzer, nay; Krull, aye; Raun, aye; Reed, aye; Rhynalds, aye. Motion carried.

At 8:07 pm, meeting adjourned per Board President action.

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Secretary, Board of Education

MINDEN PUBLIC SCHOOLS  
TREASURER'S REPORT  
September 30, 2025

SCHOOL BALANCE - August 31, 2025		\$58,374.72
Current Months Receipts		\$1,489,507.96
Transfers from Investments		\$0.00
Total Beginning Balance and Receipts		\$1,547,882.68
Less: Disbursements		\$1,266,811.46
Transfer to Investments		\$0.00
Total Disbursements		\$1,266,811.46
SCHOOL BALANCE - September 30, 2025		\$281,071.22
BALANCE PER BANK STATEMENT - September 30, 2025		\$288,846.13
Deposits In Transit		\$0.00
LESS : Outstanding Checks		\$7,774.91
RECONCILED BANK BALANCE - September 30, 2025		\$281,071.22
(Balance - September 30, 2024 = \$308,824.58)		
GENERAL FUND INVESTMENTS		\$4,163,357.68
Money Market Minden Exchange	\$2,795,059.53	2.38% demand
Money Market First Bank	\$1,368,298.15	1.61% demand
(Balance September 30, 2024 = \$3,598,963.55)		
DEPRECIATION FUND INVESTED		\$322,901.52
Money Market Minden Exchange Bank	\$273,550.69	2.38% demand
Money Market First Bank	\$49,345.64	1.21% demand
Checking Minden Exchange Bank	\$5.19	
(Balance September 30, 2024 = \$178,710.35)		
BUILDING FUND		\$2,320,589.60
Money Market Minden Exchange Bank	\$1,518,933.44	2.38% demand
Money Market First Bank	\$133,729.56	1.61% demand
NE Liquid Asset Fund - Building Fund	\$667,922.10	3.96% demand
Checking Minden Exchange Bank	\$4.50	
(Balance September 30, 2024 = \$1,396,946.12)		
BOND FUND		\$2,232,453.38
Money Market Minden Exchange Bank	\$1,546,561.79	2.38% demand
NE Liquid Asset Fund - Bond Fund	\$685,891.59	3.96% demand
(Balance September 30, 2024 = \$2,159,050.29)		
LUNCH FUND		\$61,739.68
Money Market First Bank	\$1,903.13	1.11% demand
Checking First Bank	\$59,836.55	
(Balance September 30, 2024 = \$68,261.90)		
FUNDS PLEDGED FOR DEPOSITS		
Minden Exchange Bank	\$6,500,000.00	Plus 250M FDIC
First Bank	\$2,065,000.00	Plus 250M FDIC

Scott W. Johnson, Treasurer

MINDEN PUBLIC SCHOOLS  
TREASURER'S REPORT SUPPLEMENT  
ACCOUNT RECONCILIATIONS  
September 30, 2025

Bank	Account #	Beginning Balance	Plus: Receipts	Plus/(Minus) Transfers/Loans	Minus: Expenditures	Ending/ Reconciled Balance	Previous Year Ending Balance
<b>General Fund</b>							
MEB	401505	\$58,374.72	\$1,489,507.96	\$0.00	\$1,266,811.46	\$281,071.22	\$308,824.58
MEB	601096	\$2,789,389.88	\$5,669.65	\$0.00	\$0.00	\$2,795,059.53	\$2,254,255.79
FB&T	801472	\$1,366,501.11	\$1,797.04	\$0.00	\$0.00	\$1,368,298.15	\$1,344,707.76
	<b>Subtotal</b>	<b>\$4,214,265.71</b>	<b>\$1,496,974.65</b>	<b>\$0.00</b>	<b>\$1,266,811.46</b>	<b>\$4,444,428.90</b>	<b>\$3,907,788.13</b>
<b>Depreciation Fund</b>							
MEB	401919	\$5.19	\$0.00	\$0.00	\$0.00	\$5.19	\$5.19
MEB	613109	\$272,988.26	\$562.43	\$0.00	\$0.00	\$273,550.69	\$130,053.43
FB&T	807982	\$49,297.02	\$48.62	\$0.00	\$0.00	\$49,345.64	\$48,651.73
	<b>Subtotal</b>	<b>\$322,290.47</b>	<b>\$611.05</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$322,901.52</b>	<b>\$178,710.35</b>
<b>Building Fund</b>							
MEB	106690	\$4.50	\$0.00	\$3,210.00	\$3,210.00	\$4.50	\$4.50
MEB	603209	\$1,236,080.12	\$286,063.32	(\$3,210.00)	\$0.00	\$1,518,933.44	\$9,640.68
FB&T	801407	\$133,553.93	\$175.63	\$0.00	\$0.00	\$133,729.56	\$131,423.98
NLAF	9300655	\$665,757.14	\$2,164.96	\$0.00	\$0.00	\$667,922.10	\$1,255,876.96
	<b>Subtotal</b>	<b>\$2,035,395.69</b>	<b>\$288,403.91</b>	<b>\$0.00</b>	<b>\$3,210.00</b>	<b>\$2,320,589.60</b>	<b>\$1,396,946.12</b>
<b>Bond Fund</b>							
MEB	620112	\$1,205,944.74	\$340,617.05	\$0.00	\$0.00	\$1,546,561.79	\$1,508,478.66
NLAF	9300692	\$685,217.74	\$673.85	\$0.00	\$0.00	\$685,891.59	\$650,571.63
	<b>Subtotal</b>	<b>\$1,891,162.48</b>	<b>\$341,290.90</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,232,453.38</b>	<b>\$2,159,050.29</b>
<b>Lunch Fund</b>							
FB&T	801399	\$1,901.41	\$1.72	\$0.00	\$0.00	\$1,903.13	\$1,879.95
FB&T	990119	\$85,590.62	\$28,199.47	\$0.00	\$53,953.54	\$59,836.55	\$66,381.95
	<b>Subtotal</b>	<b>\$87,492.03</b>	<b>\$28,201.19</b>	<b>\$0.00</b>	<b>\$53,953.54</b>	<b>\$61,739.68</b>	<b>\$68,261.90</b>
<b>Grand Total</b>		<b>\$8,550,606.38</b>	<b>\$2,155,481.70</b>	<b>\$0.00</b>	<b>\$1,323,975.00</b>	<b>\$9,382,113.08</b>	<b>\$7,710,756.79</b>

## 2025/26 Projections vs. Actuals for General Fund As of September 30, 2025

### Income

2024/25 Budgeted Income = \$13,339,362.54

Month	Projected Income	Actual Income	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$1,595,749.51	\$1,496,569.58	(\$99,179.93)	(\$99,179.93)
October	\$566,922.91			
November	\$220,099.48			
December	\$312,141.08			
January	\$2,012,909.81			
February	\$1,768,437.72			
March	\$1,187,203.27			
April	\$642,957.27			
May	\$3,436,219.79			
June	\$1,236,558.91			
July	\$176,079.59			
August	\$184,083.20			

### Cash Flow

Month	Projected Cash Flow	Actual Cash Flow	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$196,569.33	\$230,163.19	\$33,593.86	\$33,593.86
October	(\$632,988.78)			
November	(\$948,273.32)			
December	(\$874,868.34)			
January	\$910,481.98			
February	\$587,162.65			
March	\$40,334.27			
April	(\$561,255.19)			
May	\$2,273,581.34			
June	\$18,010.59			
July	(\$937,816.93)			
August	(\$1,067,437.60)			

### Expenses

2024/25 Budgeted Expenses = \$14,335,862.54

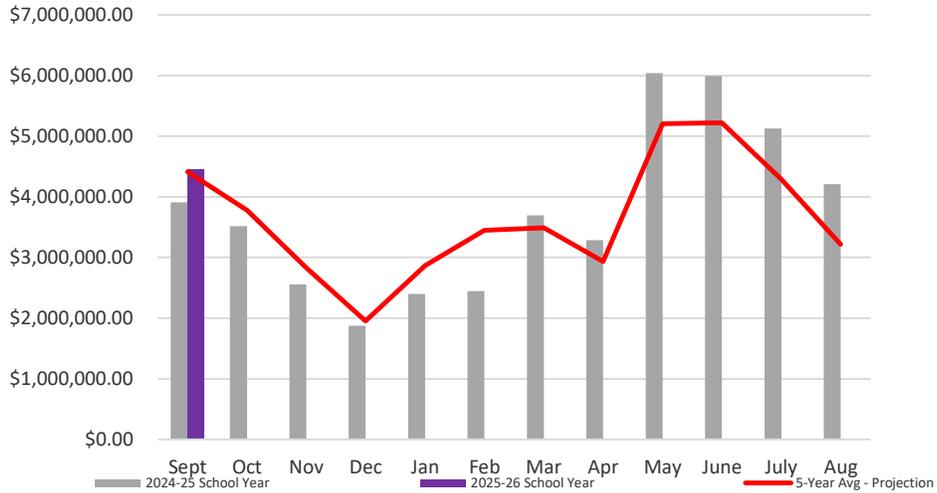
Month	Projected Expenses	Actual Expenses	Over/(Under) Projection	Running Balance Over/(Under) Projection
September	\$1,399,180.18	\$1,266,406.39	(\$132,773.79)	(\$132,773.79)
October	\$1,199,911.69			
November	\$1,168,372.80			
December	\$1,187,009.42			
January	\$1,102,427.83			
February	\$1,181,275.07			
March	\$1,146,869.00			
April	\$1,204,212.46			
May	\$1,162,638.45			
June	\$1,218,548.32			
July	\$1,113,896.52			
August	\$1,251,520.80			

### General Fund Balance

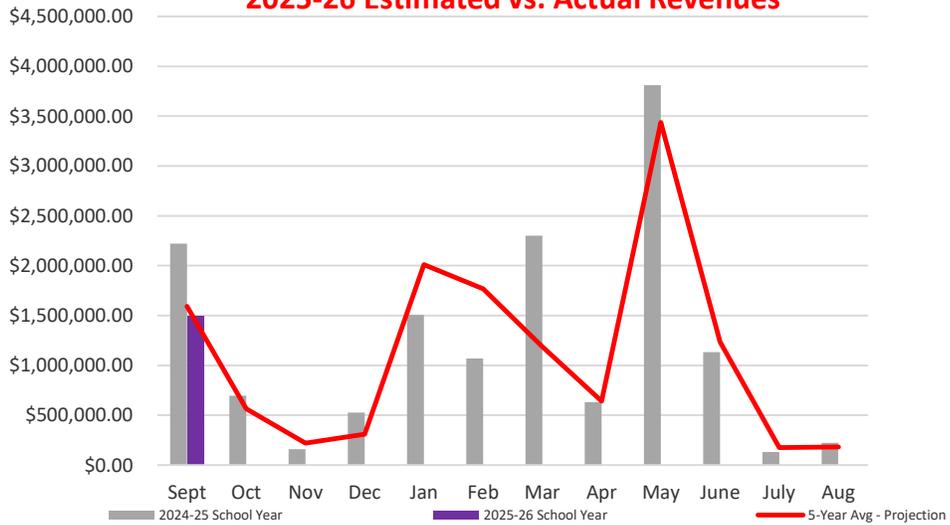
Beginning Reconciled GF Balance = \$4,214,265.71

Month	Projected GF Balance	Actual Reconciled GF Balance	Over/(Under) Projection
September	\$4,410,835.04	\$4,444,428.90	\$33,593.86
October	\$3,777,846.26		
November	\$2,829,572.94		
December	\$1,954,704.60		
January	\$2,865,186.58		
February	\$3,452,349.23		
March	\$3,492,683.50		
April	\$2,931,428.31		
May	\$5,205,009.65		
June	\$5,223,020.24		
July	\$4,285,203.31		
August	\$3,217,765.71		

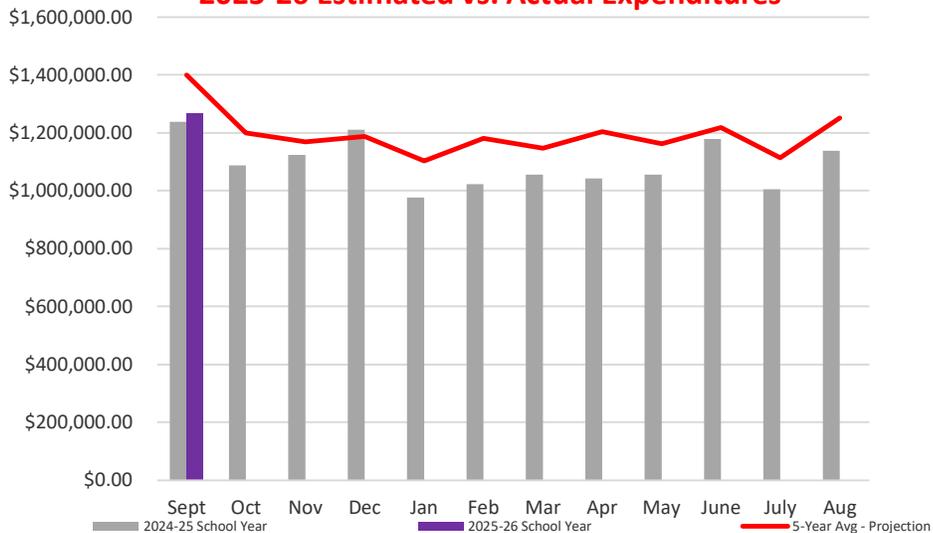
### 2025-26 Estimated vs. Actual General Fund Balance



### 2025-26 Estimated vs. Actual Revenues



### 2025-26 Estimated vs. Actual Expenditures



# General Fund Revenues - Thru 9/30/25

Account Description	Adopted Budget	Received	Remaining Balance	Percent Received
01100 - Taxes Levied/Assessed	\$9,508,972.54	\$0.00	\$9,508,972.54	0.00%
01115 - Carline Taxes	\$3,500.00	\$0.00	\$3,500.00	0.00%
01120 - Public Power District Sales Tax	\$35,000.00	\$0.00	\$35,000.00	0.00%
01125 - Motor Vehicle Taxes	\$425,000.00	\$0.00	\$425,000.00	0.00%
01140 - Penalty & Interest on Delinquent Taxes	\$14,250.00	\$0.00	\$14,250.00	0.00%
01370 - Preschool Tuition and Fees	\$20,000.00	\$1,940.00	\$18,060.00	9.70%
01510 - Interest	\$40,000.00	\$7,466.69	\$32,533.31	18.67%
01910 - Rental of School Facilities & Equipment	\$1,000.00	\$0.00	\$1,000.00	0.00%
01911 - Local License Fees	\$3,750.00	\$0.00	\$3,750.00	0.00%
01920 - Contributions and Donations	\$1,000.00	\$0.00	\$1,000.00	0.00%
01921 - Police Court Fines	\$500.00	\$0.00	\$500.00	0.00%
01980 - Refund of Prior Year's Expenditures	\$0.00	\$480.15	(\$480.15)	
01990 - Miscellaneous Local Revenue	\$300.00	\$0.00	\$300.00	0.00%
02110 - County Fines & License Fees	\$20,000.00	\$0.00	\$20,000.00	0.00%
03110 - State Aid	\$1,320,697.00	\$132,070.00	\$1,188,627.00	10.00%
03120 - Special Education - School Age	\$1,400,000.00	\$0.00	\$1,400,000.00	0.00%
03125 - SPED Transportation - School Age	\$2,500.00	\$0.00	\$2,500.00	0.00%
03180 - Pro-Rate Motor Vehicle	\$20,000.00	\$0.00	\$20,000.00	0.00%
03400 - State Apportionment	\$148,750.00	\$0.00	\$148,750.00	0.00%
03535 - High Ability Learners Payments	\$7,358.00	\$0.00	\$7,358.00	0.00%
03551 - Career (CTE) Education	\$7,500.00	\$0.00	\$7,500.00	0.00%
04505 - "ESSA Title I, Part A"	\$109,196.00	\$9,872.00	\$99,324.00	9.04%
04509 - "ESSA Title II, Part A"	\$22,363.00	\$0.00	\$22,363.00	0.00%
04516 - IDEA Preschool Base (619)	\$2,442.00	\$0.00	\$2,442.00	0.00%
04518 - IDEA Part B (611) Base & E-P Allocation	\$178,673.00	\$0.00	\$178,673.00	0.00%
04521 - IDEA Non-Public	\$1,111.00	\$0.00	\$1,111.00	0.00%
04525 - Carl Perkins Grant	\$2,000.00	\$0.00	\$2,000.00	0.00%
04708 - Medicaid in Public Schools (MIPS)	\$20,000.00	\$0.00	\$20,000.00	0.00%
04709 - Medicaid Administrative Activities (MAAPS)	\$17,500.00	\$1,211.37	\$16,288.63	6.92%
05300 - Sale of Property	\$5,000.00	\$0.00	\$5,000.00	0.00%
05690 - Other Non-revenue Receipts	\$1,000.00	\$0.00	\$1,000.00	0.00%
<b>Total</b>	<b>\$13,339,362.54</b>	<b>\$153,040.21</b>	<b>\$13,186,322.33</b>	<b>1.15%</b>

# General Fund Expenditures

Account Description	Adopted Budget	Disbursed	Remaining Balance	Percent Spent
01100 - Regular Instruction	\$6,612,921.85	\$1,052,128.06	\$5,560,793.79	15.91%
01125 - Academic Intervention (Flex Funding)	\$102,981.59	\$16,786.92	\$86,194.67	16.30%
01200 - School Age SPED	\$1,761,833.00	\$276,161.39	\$1,485,671.61	15.67%
01291 - Preschool Age 3-5	\$11,630.53	\$21.75	\$11,608.78	0.19%
01292 - Preschool Age 0-2	\$125.00	\$0.00	\$125.00	0.00%
01300 - Summer School	\$20,942.64	\$137.55	\$20,805.09	0.66%
02120 - Guidance Counselor	\$331,913.32	\$54,816.49	\$277,096.83	16.52%
02130 - Health Services	\$95,608.07	\$16,567.46	\$79,040.61	17.33%
02141 - School Psychologist - School Age	\$130,264.42	\$21,664.74	\$108,599.68	16.63%
02151 - Speech Path & Deaf Ed	\$204,381.65	\$30,530.88	\$173,850.77	14.94%
02152 - Speech Path & Deaf Ed	\$1,400.00	\$0.00	\$1,400.00	0.00%
02153 - Speech Path & Deaf Ed	\$500.00	\$0.00	\$500.00	0.00%
02161 - Occupational Therapy	\$42,500.00	\$2,835.00	\$39,665.00	6.67%
02171 - Physical Therapy	\$13,500.00	\$951.75	\$12,548.25	7.05%
02172 - Physical Therapy	\$1,500.00	\$0.00	\$1,500.00	0.00%
02173 - Physical Therapy	\$1,250.00	\$486.00	\$764.00	38.88%
02190 - Student Activities	\$206,366.92	\$33,781.40	\$172,585.52	16.37%
02213 - Instructional Staff Training	\$20,000.00	\$5,890.00	\$14,110.00	29.45%
02220 - Media Center	\$282,687.51	\$51,711.58	\$230,975.93	18.29%
02230 - Technology Support	\$168,661.49	\$28,716.60	\$139,944.89	17.03%
02240 - Assessment Coordinator	\$18,972.75	\$1,865.22	\$17,107.53	9.83%
02310 - Board of Education	\$48,100.00	\$2,667.23	\$45,432.77	5.55%
02320 - Superintendent	\$327,998.17	\$55,572.49	\$272,425.68	16.94%
02330 - District Legal Services	\$30,000.00	\$3,500.00	\$26,500.00	11.67%
02410 - Principal	\$783,796.24	\$128,133.79	\$655,662.45	16.35%
02510 - Business Office	\$223,787.40	\$34,731.64	\$189,055.76	15.52%
02610 - Custodial	\$511,904.80	\$204,094.22	\$307,810.58	39.87%
02620 - Building Maintenance	\$975,951.29	\$137,373.67	\$838,577.62	14.08%
02630 - Grounds Maintenance	\$211,011.25	\$22,572.53	\$188,438.72	10.70%
02640 - Equipment Repair & Maintenance	\$29,481.79	\$5,699.17	\$23,782.62	19.33%
02650 - Non-Pupil Vehicle	\$6,500.00	\$1,331.35	\$5,168.65	20.48%
02660 - Security	\$90,500.00	\$22,176.46	\$68,323.54	24.50%
02670 - Safety	\$49,150.00	\$727.11	\$48,422.89	1.48%
02710 - School Bus Driving	\$255,772.60	\$109,716.94	\$146,055.66	42.90%
02712 - School Age SPED Driving	\$80,266.89	\$49,582.00	\$30,684.89	61.77%
02713 - Below Age 5 SPED Driving	\$12,964.89	\$1,350.95	\$11,613.94	10.42%
02730 - School Bus Driving Vehicle Maintenance	\$136,250.20	\$21,360.99	\$114,889.21	15.68%
02732 - School Age SPED Vehicle Maintenance	\$3,000.00	\$0.00	\$3,000.00	0.00%
03535 - High Ability Learners	\$46,200.69	\$6,064.57	\$40,136.12	13.13%
03551 - Career (CTE) Education	\$7,500.00	\$0.00	\$7,500.00	0.00%
06200 - Title IA	\$141,559.00	\$21,525.70	\$120,033.30	15.21%
06406 - IDEA Preschool (619) Base Allocation	\$2,442.00	\$81.00	\$2,361.00	3.32%
06408 - IDEA Part B (611)	\$178,673.00	\$38,408.68	\$140,264.32	21.50%
06412 - IDEA Non-Public	\$1,111.59	\$1,111.00	\$0.59	99.95%
06700 - Carl Perkins	\$2,000.00	\$0.00	\$2,000.00	0.00%
08000 - Transfers (Outgoing)	\$150,000.00	\$0.00	\$150,000.00	0.00%
09000 - Reimbursed by Other Funds/Entities	\$0.00	\$615.03	(\$615.03)	
<b>Total</b>	<b>\$14,335,862.54</b>	<b>\$2,463,449.31</b>	<b>\$11,872,413.23</b>	<b>17.18%</b>

# Bank Statement Reconciliation

Description

Adjustment Date

Adjustment Amount

Minden High School Activities 09/01/2025 through 09/30/2025

## Bank Statement Reconciliation Summary

Statement Balance	\$ 438,313.24
- Outstanding checks	\$ 22,297.53
+ Outstanding Deposits	\$ 0.00
+ Outstanding Adjustments	\$ 0.00
- Outstanding Investment Transfers	\$ 0.00
Total	\$ 416,015.71
+ Investments	\$ 37,000.00
Book Balance	\$ 453,015.71

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
10/14/2025	EFT	CenturyLink	Telephone Services	\$ 450.82
10/14/2025	EFT	Minden Exchange Bank - EFT	Direct Deposit Fees	\$ 34.90
10/14/2025	EFT	Wright Express Fleet Services	Station Fuel Purchases	\$ 1,299.25
10/14/2025	6257	Accelerated Receivables Solutions	Kearney County Court - ARS	\$ 895.70
10/14/2025	6258	Ameritas Life Insurance Corp..	Vision Insurance	\$ 1,227.68
10/14/2025	6259	Blue Cross Blue Shield	District Dental Insurance	\$ 173.49
10/14/2025	6259	Blue Cross Blue Shield	District HDHP Health Ins 2PT	\$ 5,938.40
10/14/2025	6259	Blue Cross Blue Shield	District HDHP Health Ins 9 Mo	\$ 1,519.98
10/14/2025	6259	Blue Cross Blue Shield	District HDHP Health Ins FAM	\$ 19,825.30
10/14/2025	6259	Blue Cross Blue Shield	District HDHP Health Ins SNG	\$ 3,617.90
10/14/2025	6259	Blue Cross Blue Shield	District Health Ins 2PT	\$ 29,314.80
10/14/2025	6259	Blue Cross Blue Shield	District Health Ins 9 Mo	\$ 14,953.14
10/14/2025	6259	Blue Cross Blue Shield	District Health Ins FAM	\$ 101,400.20
10/14/2025	6259	Blue Cross Blue Shield	District Health Ins SNG	\$ 10,053.84
10/14/2025	6259	Blue Cross Blue Shield	District Health Ins SPD	\$ 4,568.76
10/14/2025	6259	Blue Cross Blue Shield	District Health Ins Split	\$ 1,724.40
10/14/2025	6259	Blue Cross Blue Shield	Feba Bcbs Dental 2PT	\$ 803.16
10/14/2025	6259	Blue Cross Blue Shield	Feba Bcbs Dental FAM	\$ 2,428.86
10/14/2025	6259	Blue Cross Blue Shield	Feba Bcbs Dental SPD	\$ 107.92
10/14/2025	6260	Fiduciary Trust Company	Flatwater Wealth TSA	\$ 2,000.00
10/14/2025	6261	Horace Mann Life Insurance Company	Horace Mann Life Insurance	\$ 1,275.00
10/14/2025	6262	Madison National Life Insurance Co., Inc.	Feba Life Insurance	\$ 214.50
10/14/2025	6262	Madison National Life Insurance Co., Inc.	Long-Term Disability	\$ 1,894.51
10/14/2025	6262	Madison National Life Insurance Co., Inc.	Term Life Policy	\$ 484.50
10/14/2025	6263	Minden Exchange Bank & Trust Co.	HSA Contribution	\$ 7,048.04
10/14/2025	6264	Minden Public Schools	District Court	\$ 1,186.00
10/14/2025	6264	Minden Public Schools	F/b Dependent Care	\$ 6,540.05
10/14/2025	6264	Minden Public Schools	F/b Medical Dental	\$ 4,633.38
10/14/2025	6264	Minden Public Schools	Increased Retirement Percent	\$ 4,900.94
10/14/2025	6264	Minden Public Schools	NE Retirement	\$ 98,791.67
10/14/2025	6265	Minden Public Schools.	Computer Lease Purchase	\$ 405.07
10/14/2025	6266	Mps Payroll	Federal Withholding	\$ 48,774.65
10/14/2025	6266	Mps Payroll	FICA	\$ 80,794.98
10/14/2025	6266	Mps Payroll	Medicare	\$ 18,895.54
10/14/2025	6267	Mps Payroll NE Income Tax	State Withholding - NE	\$ 21,166.81
10/14/2025	6268	Amazon Capital Services, Inc.	Business Prime Membership	\$ 129.00
10/14/2025	6268	Amazon Capital Services, Inc.	Central Office Computer	\$ 1,125.12
10/14/2025	6268	Amazon Capital Services, Inc.	Custodial Supplies	\$ 26.94
10/14/2025	6268	Amazon Capital Services, Inc.	East Office Supplies	\$ 53.72
10/14/2025	6268	Amazon Capital Services, Inc.	FB Field Parking Lot Fence Reflectors	\$ 35.67
10/14/2025	6268	Amazon Capital Services, Inc.	HS Ag Supplies	\$ 142.12
10/14/2025	6268	Amazon Capital Services, Inc.	HS Art Supplies	\$ 466.20
10/14/2025	6268	Amazon Capital Services, Inc.	HS Commons TVs	\$ 259.98
10/14/2025	6268	Amazon Capital Services, Inc.	Hs Industrial Tech Supplies	\$ 297.45
10/14/2025	6268	Amazon Capital Services, Inc.	HS Safety Supplies	\$ 162.70
10/14/2025	6268	Amazon Capital Services, Inc.	HS Spanish Supplies	\$ 139.99
10/14/2025	6268	Amazon Capital Services, Inc.	HS SPED Supplies	\$ 999.99
10/14/2025	6268	Amazon Capital Services, Inc.	MS Maintenance Supplies	\$ 74.67
10/14/2025	6268	Amazon Capital Services, Inc.	MS PE Supplies	\$ 68.73
10/14/2025	6268	Amazon Capital Services, Inc.	Transportation Med Kits Updates	\$ 295.08
10/14/2025	6269	Aurora Cooperative	Fuel and Chemicals	\$ 5,446.10
10/14/2025	6270	Black Hills Energy	Bus Barn Natural Gas	\$ 52.50
10/14/2025	6270	Black Hills Energy	East Natural Gas	\$ 1,225.09
10/14/2025	6270	Black Hills Energy	MS Activity Building Natural Gas	\$ 592.88
10/14/2025	6270	Black Hills Energy	MS/HS Natural Gas	\$ 1,848.17

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
10/14/2025	6271	Blick Art Materials	HS Art Supplies	\$ 1,063.99
10/14/2025	6272	Buffalo Outdoor Power	Courtyard Automower Repair	\$ 323.13
10/14/2025	6272	Buffalo Outdoor Power	Husqvarna Mower Repair	\$ 37.99
10/14/2025	6273	Carter Electric	MS Electrical Repair	\$ 170.00
10/14/2025	6274	City Of Minden	School Resource Officer	\$ 19,159.76
10/14/2025	6274	City Of Minden	Utilities	\$ 29,191.63
10/14/2025	6275	Clearly	Telephone Service	\$ 823.88
10/14/2025	6276	Coach Masters, Inc.	2024 Used Ford Transit XL	\$ 51,000.00
10/14/2025	6277	Colonial Research Chemical Corp.	Custodial Supplies	\$ 174.22
10/14/2025	6278	Colorado/West Equipment, Inc.	Bus 21P Repair	\$ 106.13
10/14/2025	6279	Computer Hardware, Inc.	Computer Repair	\$ 645.00
10/14/2025	6280	Consolidated Concrete Co.	FB Fence Sand	\$ 84.99
10/14/2025	6281	Cornerstone Electric	HS Electrical Repair	\$ 2,326.05
10/14/2025	6282	Dana F. Cole & Company, LLP	Financial Audit Services	\$ 5,500.00
10/14/2025	6283	Eakes Office Solutions	Custodial Supplies	\$ 2,209.19
10/14/2025	6284	Educational Service Unit #10	Powerschool Services	\$ 3,548.82
10/14/2025	6285	Educational Service Unit #11	Contracted Services	\$ 995.60
10/14/2025	6286	Educational Service Unit #7	LastPass Licenses	\$ 176.80
10/14/2025	6287	Elan Financial Services	Employment Advertising	\$ 131.45
10/14/2025	6287	Elan Financial Services	HS Software Subscription	\$ 5.00
10/14/2025	6287	Elan Financial Services	Newspaper Subscription	\$ 37.98
10/14/2025	6288	Ellis, Erin A	Membership Dues	\$ 143.00
10/14/2025	6289	Engineered Controls, Inc.	HVAC Controls Planned Service Agreement	\$ 1,692.50
10/14/2025	6290	Family Physical Therapy & Sports Center, P.C.	OT & PT Services	\$ 4,596.75
10/14/2025	6291	Heartland Refrigeration, LLC	HS Ice Machine Repair	\$ 1,410.59
10/14/2025	6292	Heartland Scenic Studio, Inc	HS Theater Lighting Supplies	\$ 307.50
10/14/2025	6293	Hometown Leasing	Copier & Printer Lease	\$ 3,855.49
10/14/2025	6294	Jim's OK Tire Minden, LLC	Black Edge Tire Balancing	\$ 40.00
10/14/2025	6294	Jim's OK Tire Minden, LLC	Coach Bus Drive Tires	\$ 2,350.00
10/14/2025	6295	John Deere Financial	Gator Repair	\$ 1.72
10/14/2025	6295	John Deere Financial	Sprayer Repair	\$ 28.38
10/14/2025	6296	JW Pepper & Son, Inc.	HS Instrumental Sheet Music	\$ 169.99
10/14/2025	6297	Kearney County Treasurer	2023 Chrysler Voyager Title Fee	\$ 10.00
10/14/2025	6297	Kearney County Treasurer	2024 Ford Transit XL Title Fee	\$ 10.00
10/14/2025	6298	Kearney Powersports	Hustler Mower Repair	\$ 45.90
10/14/2025	6299	Kearney Quality Sew & Vac., Inc	HS Quilting Machine Repair	\$ 89.98
10/14/2025	6300	Mason's Market	East SPED Supplies	\$ 7.18
10/14/2025	6300	Mason's Market	HS Ag Class Supplies	\$ 73.59
10/14/2025	6300	Mason's Market	HS Life Skills Supplies	\$ 168.81
10/14/2025	6300	Mason's Market	Preschool Supplies	\$ 14.05
10/14/2025	6301	Matheson Tri-Gas, Inc.	HS Metals Supplies	\$ 1,458.79
10/14/2025	6301	Matheson Tri-Gas, Inc.	MS Metals Shop Supplies	\$ 28.80
10/14/2025	6302	Mid-States Automation & Control, Inc.	East HVAC Repairs	\$ 1,616.00
10/14/2025	6302	Mid-States Automation & Control, Inc.	HS HVAC Repairs	\$ 2,755.00
10/14/2025	6303	Miller Body Shop	Grey Edge Door Repair	\$ 360.00
10/14/2025	6304	Minden Hardware	Supplies & Repairs	\$ 359.41
10/14/2025	6305	Minden Lumber	Activity Gym Mats Lumber	\$ 15.14
10/14/2025	6306	Mission Plumbing, LLC	East Plumbing Repair	\$ 164.00
10/14/2025	6306	Mission Plumbing, LLC	East Plumbing Repairs	\$ 6,320.48
10/14/2025	6306	Mission Plumbing, LLC	HS Plumbing Repair	\$ 276.82
10/14/2025	6307	Mps Petty Cash	Postage	\$ 87.01
10/14/2025	6308	Napa Auto Parts	Bus 12G Headlights	\$ 31.98
10/14/2025	6308	Napa Auto Parts	Bus 20C & Coach Repairs	\$ 57.96
10/14/2025	6308	Napa Auto Parts	Slow Moving Vehicle Signs	\$ 50.74
10/14/2025	6308	Napa Auto Parts	Transportation Supplies	\$ 52.06

# Checks For Payment Listing

Date	Check Number	Payee	Reason	Amount
10/14/2025	6309	NCSA	Membership Dues	\$ 335.00
10/14/2025	6309	NCSA	School Law Update	\$ 140.00
10/14/2025	6310	Nebraska Speech Language Hearing Association	2025 NSLHA Fall Conference Registration	\$ 250.00
10/14/2025	6311	Nebraska Department of Education.	2025 NEMTSS Summit Registrations	\$ 750.00
10/14/2025	6312	Novus Windshield Repair	Coach Bus Windshield Repair	\$ 75.00
10/14/2025	6313	Omnify Benefits	COBRA and FSA Fees	\$ 300.80
10/14/2025	6314	One Source	Background Checks	\$ 364.00
10/14/2025	6315	Pearson Clinical Assessment	School Psych Supplies	\$ 295.00
10/14/2025	6315	Pearson Clinical Assessment	School Psych Testing Materials Refund	\$ (480.15)
10/14/2025	6315	Pearson Clinical Assessment	School Psych Testing Supplies	\$ 379.08
10/14/2025	6316	Perry, Guthery, Haase & Gessford, P.C., L.L.O	Legal Services	\$ 1,340.00
10/14/2025	6317	Pony Express Ford	2020 Ford Pickup Repair	\$ 550.08
10/14/2025	6317	Pony Express Ford	2020 Ford Pickup Service	\$ 87.95
10/14/2025	6318	Presto-X Company	Pest Control Services	\$ 203.40
10/14/2025	6319	Pye-Barker Fire & Safety	Bus Barn Fire Sprinkler Inspection	\$ 305.00
10/14/2025	6320	Richard Widdifield	Transit Bus Repair & Service	\$ 4,429.50
10/14/2025	6321	Schindler Elevator Corporation	Elevator Service Agreement	\$ 274.95
10/14/2025	6322	Superior Van & Mobility, LLC	Handicap Van	\$ 49,582.00
10/14/2025	6323	Syndicate Publishing, LLC	Board Legal Postings	\$ 87.69
10/14/2025	6323	Syndicate Publishing, LLC	Fall Sports Previews	\$ 441.25
10/14/2025	6324	Teachers Pay Teachers	HS Math Curriculum	\$ 162.99
10/14/2025	6325	Travis Dassinger	FB Field Fence Portable Welding	\$ 536.25
10/14/2025	6326	Turf Tank	Field Marking Paint	\$ 1,562.54
10/14/2025	6327	Verizon Wireless	Wireless Hotspot Data Plan	\$ 160.04
10/14/2025	6328	Village Uniform	East Mat & Mop Service	\$ 175.53
10/14/2025	6328	Village Uniform	HS Mat & Mop Service	\$ 472.59
10/14/2025	6328	Village Uniform	MS Mat & Mop Service	\$ 366.15
10/14/2025	6329	Widdifield, James T	September Reimbursement	\$ 407.81
10/14/2025	6330	Woodward's Disposal Service, Inc.	Shredding Service	\$ 62.50
10/14/2025	6331	Yanda's Music	HS Commons Audio System Repair	\$ 1,180.78
10/14/2025	6331	Yanda's Music	HS Instrumental Music Supplies	\$ 300.85
10/14/2025	6332	Ziemba Roofing Company	HS Roof Repair	\$ 284.00
<b>Subtotal</b>				<b>\$ 724,530.05</b>
<b>Net Payroll - October 2025</b>				<b>\$ 472,032.72</b>
<b>Total General Fund Disbursements - October 2025</b>				<b>\$ 1,196,562.77</b>

**Secretary**    Kevin Raun

# Lunch Fund Checks and Liabilities

Check Number	Date	Payee	Reason	Amount
6107	9/8/2025	Midwest Meat Company	Hamburger Patties	\$ 154.35
6108	9/8/2025	Mason's Market	Commodities	\$ 77.77
6109	9/8/2025	LinPepCo Partnership	Beverages	\$ 1,046.05
6110	9/8/2025	Amazon Capital Services, Inc.	Electric Commercial Can Opener	\$ 829.34
6110	9/8/2025	Amazon Capital Services, Inc.	Lunch Room Supplies	\$ 419.75
6112	9/8/2025	Cash-wa Distributing Co.	Commodities	\$ 29,809.13
579	10/14/2025	Ameritas Life Insurance Corp..	EE Vision Insurance Premiums	\$ 52.12
580	10/14/2025	Blue Cross Blue Shield	Health & Dental Insurance Premiums	\$ 4,991.47
581	10/14/2025	Madison National Life Insurance Co., Inc.	Long Term Disability	\$ 37.05
581	10/14/2025	Madison National Life Insurance Co., Inc.	EE & ER Retirement Contributions	\$ 11.58
582	10/14/2025	Minden Public Schools	Employee FEBA - Medical/Dental	\$ 2,809.70
583	10/14/2025	Mps Payroll	EE & ER FICA, Medicare, & Federal Income Tax	\$ 3,109.65
584	10/14/2025	Mps Payroll NE Income Tax	EE Nebraska Income Tax Withholding	\$ 385.14
<b>Subtotal</b>				<b>\$ 43,733.10</b>
<b>Net Payroll - October 2025</b>				<b>\$ 13,878.46</b>
<b>Total Lunch Fund Disbursements</b>				<b>\$ 57,611.56</b>

# Building Fund Liabilities

Check Number	Date	Payee	Reason	Amount
656	10/14/2025	A&L Leveling, Inc.	West FB Field Parking Lot Tree Removal	\$ 9,480.00
<b>Total Building Fund Disbursements - October 2025</b>				<b>\$ 9,480.00</b>

Internal Board Policies - OrganizationStanding Committees

It shall be the policy of Minden Public Schools that the following will be the standing committees of the Board of Education:

1. Negotiations Committee
2. Committee on American Civics
3. Transportation/Facilities
4. Finance Committee
5. Policy Committee
6. Legislation Committee

It shall further be the policy of Minden Public Schools that the Superintendent shall appoint the members of the above committees.

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

Date of Adoption: July 8, 2019  
Date Reaffirmed: March 8, 2021



**MINDEN PUBLIC SCHOOLS**

**C.L. Jones Middle School**

**Ed Rowse, MS Asst. Prin./Act. Dir.**

**520 W. 3rd Street**

**Minden, NE 68959-1598**

**308-832-2338 School**

**308-832-3236 Fax**

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**OCTOBER 2025 BOARD MEETING  
MIDDLE SCHOOL ASSISTANT PRINCIPAL/ATHLETIC DIRECTOR REPORT**

The month of September is always busy and goes by very quickly but it's also jam packed with excitement for our students. They are excited to be back with their friends and seeing their teachers as well as practicing their chosen sport and competing on the course, field, and court! We are fortunate to have a large number of students participating in the fall sports season. I truly believe that being part of a team is a great experience that teaches many life lessons and gives our students lifelong memories. Currently there are 12 middle school girls/boys competing in cross country, 34 boys participating in football, and 40 girls participating in volleyball. There are 61 seventh grade students and 67 eighth grade students in the middle school. The next three grades coming will be smaller: 6th grade-39 students, 5th grade-50 students, 4th grade-50 students. In the future with smaller class sizes we may have a few less student athletes participating but we will look to give them the same opportunities and experiences.

We will be wrapping up the fall sports season next week with MS State CC Sat. Oct. 11th, 7th-8th FB @KC Monday, Oct. 13th, and 7th-8th VB @Holdrege Tuesday, October 14th. All of our teams have represented our school system and community very well both competitively and in behavior. Moving forward into the next season our girls will be competing in basketball and our boys will be competing in wrestling. The girls basketball coaches are: 7th Head Coach-Josh Jorgensen, Asst. Coach-Sydney Dierks, 8th Head Coach-Dan Wilson, Asst. Coach-Shari Monter. The boys wrestling coaches are: Head Coach- Heath Wragge, Asst. Coach-Lige Reed. October 6th was National Coaches Appreciation Day! I am so thankful and appreciative of our coaches in the middle school and high school for their hard work, dedication, and passion they have for coaching our student athletes.

Mr. Strasburg and I have been working together to do walk-throughs in every classroom in the middle school the past two weeks. I have enjoyed being in the classroom observing our teachers and students in the learning process. I am always impressed with our teachers' skills in the classroom and the passion they have for their students. Last Wednesday the admin team spent time with Marc Doss via zoom revisiting the tools available with NEE, our observation tool. Marc also spoke to a few new tools they added since last school year.

With the end of the first quarter next Thursday, October 16th we look forward to the next sports season and hope to have a ton of students active in a sport. We hosted 14 events so far this fall including cross country (2), football (4), and volleyball (8-4 apiece for 7th and 8th grade). It would be impossible to host these events without a great deal of help for setting up, running the event, and tearing down afterwards. I appreciate all the people who helped with these events, you are the reason they are run so well! There are so many people involved and I'm thankful to work with each of you!

**Ed Rowse**

# Minden High School

## October 2025

### Board of Education Report



#### Field Trip Summary – DD Peer Workshop

On September 3rd, several of our special education students attended the DD Peer Workshop at ESU 11 in Holdrege. The workshop focused on building transition skills to support future job placement and independent living.

Throughout the morning, students participated in a series of hands-on activities designed to strengthen their life and employment skills, including:

- Writing a formal letter to their school superintendent
- Practicing multi-step instructions through assembly line tasks
- Completing department store clothing exercises
- Engaging in kitchen and restaurant skill-building activities

These sessions provided students with opportunities to practice real-world skills in a structured, supportive environment. After lunch, students enjoyed social time with peers from other districts and participated in games such as ladder golf, jumbo Jenga, and Uno—activities that fostered teamwork, communication, and relationship-building.

Overall, the workshop was a valuable experience that allowed students to develop both practical job-related skills and meaningful social connections. (Pictures of the event are located at the bottom of this report)

#### Fall Parent/Teacher Conferences

Our Fall Parent/Teacher Conferences had an overall attendance rate of 37%, which is down approximately 9% from previous years. This decline likely reflects a combination of factors, including a very busy week of activities and the increasing ease of communication through digital tools such as PowerSchool, Schoology, and Rooms.

While in-person attendance was lower, we continue to see consistent engagement from parents through these platforms, allowing for more flexible and ongoing communication between home and school.

#### SmartPass Implementation

Managing hallway movement and maintaining a safe learning environment can be a daily challenge for most schools. The Administrative Team has been exploring SmartPass, a digital hall pass system designed to streamline student movement and promote accountability.

SmartPass integrates with our student data systems to provide features such as attendance tracking, missed class time analysis, and real-time hall traffic management. Currently used by over 1,000 schools, SmartPass offers an efficient and secure way to reduce disruptions and support a more focused learning environment.

A short introductory video overview can be viewed here: <https://tinyurl.com/4e4kmwzs>

## Successful Homecoming Week!

Homecoming Week flew by this year, and our students made the most of it! The week's dress-up themes included Dynamic Duos, Class Color Wars, Anything But a Backpack, and of course, Purple and White Day.

The halls were filled with energy, decorated with signs, banners, balloons, and locker treats. Parents and students provided food throughout the week, adding to the positive spirit. Ms. Oberg and the Student Council did an outstanding job organizing all events, including the parade, coronation, and post-game dance.

We were fortunate to have beautiful weather, great community support, and exceptionally well-behaved students—making this one of our smoothest and most enjoyable Homecoming Weeks to date.

## Lunchroom is Looking Up!

A special shout-out goes to Jennifer Whitsel, our new kitchen supervisor, and her dedicated staff. They've done a tremendous job improving our meal program, offering students a wider variety of fresh fruits, vegetables, and protein options.

Students and staff alike have noticed and appreciated the upgrades. From new menu items like ground hamburger and chicken to small touches such as cheese portions and colorful produce, the changes have brought a lot of positive feedback.

We've always been proud of our meal program at Minden High, but it's exciting to see it elevated even further under Jennifer's leadership.

**(DD Peer Workshop photos shown below)**



# Minden Public Schools

CL Jones Middle School

[www.mindenwhippets.org](http://www.mindenwhippets.org)

520 W 3rd Street  
Minden, Nebraska 68959

308-832-2338  
(Fax) 308-832-3236



Nathan Strasburg, Principal

Ed Rowse, Assistant Principal/AD

## October 2025 Report to the Board of Education Mr. Nathan Strasburg, Administrator

**The following information is a list of highlights at C.L. Jones Middle School:**

### **Whippets of the Month-**

Congratulations to our September Whippets of the Month! These students were selected by our staff based on the criteria of academic performance, character, and behavior. Students receive a certificate and Pizza Hut gift certificate.

The students include Austyn Stepp, Summer Aschenbrenner, Echo Mealing, Harper Reeh, Avery Fritson, Annabelle Smolik, William Crane, Aspen Verbeek, Charlotte Winkler, Kinley Deitloff, Colten Johnson, Brayden Dornhoff, Brody Casper, Brooklyn Ingram, Eli Kuehn, Alex Lauby, and Malayna Emery. Great job everyone!!



### **MS Administrative Assistant-**

October 3rd was Ann's last day before officially retiring. She has helped me tremendously as I got my tenure underway at CLJMS. She has a wealth of knowledge that was unbelievably valuable for not only myself, but the staff and students as well. The staff did several things throughout the week to show our appreciation for everything she's done in her 41 years on the job. The students made her cards, everyone signed some pillow cases, and we had a cake reception with the entire middle school staff after school on October 2nd. Ann will be missed!

Shari Monter was hired to take over for Ann in the office. Those two have been working together over the past month so there is a smooth transition. We are happy to have Shari in the office fulltime!

### **Custodians Appreciation Day-**

Custodian Appreciation Day was Thursday, October 2nd. To show our thanks to our custodians, the staff provided them with drinks, donuts, and cards! Our custodians have been doing a great job this year and the building looks great!

### **Breakfast/Lunch Numbers-**

This school year, we made a change on how we serve breakfast. Rather than serving breakfast in the classrooms during 1st period, students are now able to grab breakfast on their way in the front door. The students then eat in the gym before going to class. On average there are 60-70 kids eating breakfast each morning. We are hoping to grow that number throughout the year.

As for lunch, depending on the day, we have 150-200 kids eating daily. The administration has heard very positive things about the food so far this year. Students and staff members are enjoying the quality of food we are serving everyday! We can't thank the kitchen staff enough for everything they do!

### **UNK TE 204 Students-**

On September 16th we welcomed three UNK students to the building who are currently enrolled in TE 204. During their visit, the UNK students are assigned a middle school student to observe from class to class. I met with the UNK students when they arrived and shared some information about CLJMS. I also gave them a tour of the building before getting them into classrooms. We are always excited to host UNK students and assist them however we can. The students will be in our building three more times this semester on October 14th, November 13th, and December

### **CLJMS Parent Advisory Committee (PAC)-**

We had our first PAC meeting on Wednesday, September 10th. The parent representatives include Kelli Carey, Whitney Eden, Valerie Grollmes, Katie Craig, Carli Oberg, Hailey Rhynalds, and Anita Wragge. In our first PAC meeting we discussed ways for the group to raise money to help our students in various ways. This group also provided snacks and a meal for our teachers during conferences. We are fortunate to have this group of volunteers to support our school!

### **CLJMS Quiz Bowl-**

The middle school quiz bowl team had their first competition of the year on October 1st in Holdrege. The 8th grade team did not place and the 6th grade team brought home 4th place. A big thanks to Mrs. Emery for sponsoring our quiz bowl teams!

### **After School Study Hall-**

After School study hall is available for all CLJMS students Monday through Thursday from 3:30-4:00 pm. This is a great opportunity for students to get extra academic support in any subject area.

### **7th Grade Field Trip-**

Our 7th graders attended the Rainwater Basin Conservation Day on September 18, 2025. Each year the Tri-Basin Natural Resources District, in Holdrege, holds the Rainwater Basin Conservation Day field trip for schools in Kearney, Phelps, and Gosper counties. Typically our 8th grade students have attended this field trip. However, due to changing science standards this now fits our 7th grade students better. Mrs. Shelton was in charge of making arrangements and organizing the trip for the 7th grade. I appreciate her hard work so everything ran smoothly.

The goal of the sessions presented is to make students aware of various conservation efforts taking place within their office as well as other NRD's throughout the state. Topics the 7th graders learn- water conservation efforts, the geology of the area, how various plants/trees are identified in the field, and how wetlands are essential for many aspects of keeping our environment healthy. This field trip has been taking place since the early 1970's, still proving that informing people of the conservation efforts taking place in our area is important to everyone, not just our farmers. Due to the rain this year the students went to Funk instead where they set up stations at the Funk Community Center.

### **Whippet Pack Families-**

The goal is to help students build relationships with peers, staff, and to make connections with others outside of their grade level cohorts. Each teacher is assigned a randomly selected group of students that become their Whippet Pack Family. The teacher is the pack leader and will lead the group of students in engaging, interactive activities that focus on teaching the importance of effective communication skills, teamwork, and collaboration. This is also a great way to teach mentoring skills to our 7th and 8th grade students. We meet monthly with our Pack Families. Each student is a vital member of their pack family.

Mr. Rowse takes the lead on this and does a great job of organizing the meetings and activities for each group throughout the month. I have been able to sit in on some of these meetings and it is awesome to see the interaction between students from grades 4-8. On Friday, September 26th, the football team talked to all our Whippet Pack Families about their experiences. It was great to have student leaders from the high school speak to our CLJMS students. The students also competed in a competition against other Whippet Pack Families.

### **8th Grade FFA Trip-**

The 8th grade students involved in FFA attended a conference with Mrs. Oertle on Wednesday, September 25th. There were 22 8th graders that attended the conference.



### **Middle School Library/Book Fair-**

The book fair was September 15th-18th during Parent Teacher Conference week. Mr. Nichols created the following presentation to highlight the success of the book fair and the library in general. We are fortunate to have such great staff in our library!

[https://www.canva.com/design/DAG0Fq1mKwk/6qDBP4xZlcgV3\\_peOSpjjQ/view?utm\\_content=DAG0Fq1mKwk&utm\\_campaign=designshare&utm\\_medium=link&utm\\_source=viewer](https://www.canva.com/design/DAG0Fq1mKwk/6qDBP4xZlcgV3_peOSpjjQ/view?utm_content=DAG0Fq1mKwk&utm_campaign=designshare&utm_medium=link&utm_source=viewer)

### **Important Upcoming Dates-**

ESU 11 Conference (No School)- October 6th

End of the First Quarter- October 16th

No School- October 17th

Flu Shot Clinic- October 22nd

Picture Retake Day- October 27th

## Minden Public School Board of Education Report

October 2025



Sandy Pohl, East Elementary and Minden Public Preschool Principal

Homecoming week is a time to show school spirit and pride. East Elementary and the Minden Public Preschool took part in fun dress up days throughout the week and ended in a finale of a pep rally with the highschool cheerleaders. A fun tradition we love is singing the school fight song together every Friday. If you ask an East Elementary student, more than likely they will be able to sing the song from beginning to end with pride.



A big thank you to the Minden Fire Department for connecting with preschool through third graders during fire prevention week. Valuable lessons were learned about fire safety, and the students loved taking a tour of the fire truck.



There was almost perfect attendance at this fall's parent/teacher conferences. Positive partnerships between families and schools contributes to the overall success of children's academic and social development. During these conferences, the focus of collaboration included areas of strength, areas for growth, and strategies to best support each individual child at home and at school. We are grateful to our families' acknowledgement of the importance of this collaboration time.

### **Recognizing beyond the classroom involvement:**

Mrs. Stepp is completing her fourth season of being an assistant cross country coach. Community members can often see her running alongside the middle school and high school runners during practices. The team is having a season to be proud of!



Mrs. Armstrong serves as an assistant volleyball coach. Not only does she have personal experience as a volleyball player, but she comes from a family of coaches. She supports students' volleyball skills, but also is a positive role model for the young student athletes.

Mr. Houghtelling is one of our high school football coaches. He applies what he learned as a division I college football player at Northern Iowa in order to coach the Whippets.



**MINDEN PUBLIC SCHOOLS**  
**ACTIVITIES/ATHLETIC DEPARTMENT**  
*Jason Strong, Asst. Prin./Act. Dir.*

*622 W. 3rd Street*  
*Minden, NE 68959-1598*  
*308-832-2254 School*  
*308-832-1892 Fax*

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**October 2025 BOARD MEETING**  
**ACTIVITY DIRECTOR REPORT**

**GENERAL:**

The beginning of October brings about postseason play for many of our sports programs. Our coaches and sponsors have been working diligently to put our athletes in positions to be successful. Many of our teams are enjoying a high level of success and we are excited for the opportunities that lay in front of us for postseason play! I want to thank the coaches for their hard work to not only prepare our participants skill wise, but also for their efforts to continuously stress the importance of team building and sportsmanship.

**FALL ACTIVITY UPDATE:**

**Girls Golf:**

The Girls Golf Team has been simply dominant all season long. They have won every meet at the team level by a large margin. Additionally, Kaylynn Jorgenson has been the individual champion at every meet this season. The season for the JV golfers has come to an end while their season is over, each JV player also showed a great deal of growth throughout the season. The varsity team competed at the District Championship meet at Indianhead Golf Course in Grand Island on Tuesday October 7th. FINISH. The main goal for this team is to perform at their very best at both the District and State meets. They believe, if they perform to their potential, they will be able to claim the Class C State Championship after three consecutive State Runner Up performances.

**Volleyball:**

The Whippet varsity volleyball team currently has an overall record of 18-6. Their schedule has been nothing short of relentless as they have faced off against most of the top rated teams in Class C1. Because of the strength of schedule and the success this team has had, they are sitting in a really good place with regard to power points for NSAA standings. The team has some key matchups remaining on the schedule including Ogallala and Broken Bow at home on October 9th, Cozad at Home on October 14th, at Holdrege on October 16th, and the SWC Championship Tournament in Cozad on October 20th and 21st! The next two weeks will determine a great deal with regard to sub district seeding and host sites.

**Football:**

The high school football team currently sits with an overall record of 2-3 at the varsity level. The team has been competitive in the games throughout the season despite dealing with some unfortunate injuries at key positions. The biggest struggle with our team this year is low overall numbers. The varsity teams remaining schedule includes Homecoming vs Broken Bow on October 10th, at Gothenburg on October 17th, and at home for the final game of the season vs. Cozad. The junior varsity team is still playing games although we have been forced to modify the format to try and limit overall risk of fatigue and injury to the players. We have been suiting up 12-13 players for JV games and it is our hope to be able to finish the final two remaining games on the JV schedule. I want to commend the coaching staff for continuing to work to get the very best out of each participant. I also want to commend our football players as they continue to show some really great effort each week!

**Cross Country:**

The boys and girls cross country teams have had a very solid season up to this point. They have competed at a high level and they have finished towards the top of the team standings on a consistent basis. Both teams are ranked in the top ten of Class C which is a testament to the work they put in at practice each day. The cross country team will run at the SWC Championship meet in Broken Bow on Thursday October 9th. They will

then gear up to compete at the District Meet at Ogallala on October 15th. Both the girls and boys have the goal to qualify for the State Championship Meet in Kearney as a team!

#### Softball:

The Highway 6 Trailblazer softball team finished the season with a record of 7-12. They were defeated in the first round of districts by a very solid York team at Smith Complex in Hastings on October 9th. The season was full of ups and downs with a large number of young players filling out the varsity roster. The coaches were pleased with the effort all season long and they are extremely proud of the improvements the girls made each and every week. Looking forward to next season, there is reason to believe this team can take a big step forward as they only lose one senior. The experience they gained this season should help to prepare them to compete at a high level moving forward. The end of this season marks the end of the 3rd year of the coop and I am happy with where things stand. I love what our current coaching staff is doing and how they are working with the players. It seems to me that both Minden and Holdrege have done a great job accepting and supporting this co-op for softball. The administration and coaches of both schools are committed to continuing this co-op as long as it best serves the needs of the players and each school's softball program.

#### Play Production:

Play production is working toward our first performance on November 3 in Ord. We have 75 students involved. Students are working in a wide variety of roles including actors, lights, sound, makeup, set building, director's assistant, and publicity. The show is titled "The Amazing Angel-man" and is about a boy who has Angelman Syndrome. The show is a mix of comic book comedy and a heartwarming message about accepting your children for who they are instead of who you hoped they would be. Our public performance is set for November 11. We are hosting a two day play festival on November 21 and 22. In addition to Minden performing, we will also welcome 19 other schools to Minden. Friday's competition consists of six schools and starts at 3:00. Saturday's competition is two divisions starting at 8:00. Minden performs last at around 6:15 pm. We will then head to conference at Cozad. Minden is hosting the district tournament on December 3. The winner of our district advances to the state tournament on December 12 in Norfolk. Coaching the team this year are Jeffrey Horner, Jeremiah Holmes, Savannah Brandt, and two volunteer coaches, Markus Ramsey & Quincey Miller.

#### Cheer:

The cheer program is looking very strong this year with a good number of participants. Recently, Victoria Anderson decided to step down as the sponsor for cheer for personal reasons. We are fortunate to now have a Minden alum in Grace Bowen (formerly Grace Lee) to take over as the cheer sponsor. Grace is excited to lead the cheer program as her passion for cheer is what I admire most.

#### Dance:

Dance Team has been preparing our big homecoming performance for Friday and will be dancing in the homecoming parade. We have been expanding our performances to include sidelines this year in addition to half time. Our team of 12 girls are also involved in band, cheer, volleyball, and One Act play production along with other various clubs and organizations.

#### Quiz Bowl:

The High School Quizbowl team this year is made up of eight students, ranging from Sophomores to Seniors. We opened the year at the Holdrege Invite on October second. Despite the tough competition, the Minden team placed Second! The group this year is dedicated, spending their free access periods going over practice questions. We are fortunate to have several students returning that have participated on the Quizbowl team since their freshman year.

#### National Honor Society:

The National Honor Society currently has eleven senior members. The induction of new members will be held in November. Their October project was gathering donations for the Little Free Pantry. It was a grade level competition that brought in 1278 items! Seniors won the competition and were released from their access period on October 7th to have a longer lunch.

#### Marching Band:

The MHS Marching Band attended Harvest of Harmony in Grand Island on October 4th. In the parade competition the band received 3rd place in Class B (13 bands) and out of the 86 bands in the parade the band was 15th overall.

The band earned a Division 2: Excellent for their field show and were just 1.4 points from a Superior rating. Out of the 8 bands in the Class B Field Show, Minden was the 3rd highest rating.

The marching band finishes their season with Minden Bandfest on 10/18 and NSBA State Marching in Kearney on 10/25 @4:00 PM

**Superintendent Report**

Meeting: October Board Meeting

Date: 10/13/25

Mr. Widdifield

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**Topics:**

**Projects:** We are still completing a few minor projects around the school. Our maintenance crew continues to do an excellent job keeping our buildings in great shape. We will begin work on the Middle School gym roof this month. They plan to redo the gutters and install ice breakers to minimize any damage that ice might cause to the roof and HVAC equipment.

**Audit:** Dana F. Cole completed the audit last month, and once again, we will receive an unmodified opinion on the financial statements. This is the best result a school can get from an audit. We have one of the top business managers in the state, which is why we consistently receive these types of audits.

**Reports:** The NDE reporting season is underway. There are several updates to reporting in both the federal and state systems. I appreciate Jeremy and Laurie's support in gathering the necessary information for these reports. Audit and Sped financials are due at the end of the month. These reports will take a few days to finalize.

**Events/Activities:** We have several activities that have been completed or will be finished in the next couple of weeks. I am proud of our students and coaches for the time and effort they dedicate, as well as for how they represent the school and our community.

**Thank You:** It is National Principals Month, and I want to send a big "Thank You" to the administration team for their efforts this quarter, which included covering games, PT conferences, in-service training, and working with staff, students, and parents. We have a great admin team!

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

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

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

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

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

Reference: Robert's Rules of Order

Date of Adoption: December 15, 2009

Date Reaffirmed: March 8, 2021

Personnel – Non-Certificated EmployeesLeaves of AbsenceA. Paid Leaves

1. *Paid Leaves Available.* Minden Public Schools provides the following forms of paid leave to eligible non-certificated employees: Sick Leave, Bereavement Leave, Personal Leave, and Vacation Leave.
2. *Nature of Paid Leave.* Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the District; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions that are applicable to the type of paid leave that has been requested.
3. *Leave Year.* The leave year for paid leaves is August 1st through July 31st.
4. *Leave Days.* Paid leave days are provided based on the same number of hours the employee is scheduled to work on the day the leave is taken. For example, if an employee is scheduled to work 6 hours on a day that sick leave is used, the use of the sick leave on that day constitutes the use of 1 full sick day. Paid leave days may not be used in increments of less than one-half day unless otherwise specified or approved.
5. *Eligibility Based on Employment Status.* For purposes of eligibility for paid leave days, employees are identified as:
  - a. *Full-Time/12-Month Employees* – Employees scheduled to work in one position at least 260 days and 2,080 hours (260 x 8 = 2,080) per leave year. Eligibility for full-time status treatment based on combinations of positions is subject to prior written approval of the Superintendent.
  - b. *Full-Time/9-Month Employees* – Employees scheduled to work in one position at least 180.5 days per leave year and scheduled to work 40 hours per week. Eligibility for full-time status treatment based on combinations of positions is subject to prior written approval of the Superintendent.
  - c. *Part-Time Employees* – Employees scheduled to work in one position at least 180.5 days per leave year and who are scheduled to work at least 20 hours per week; and who do not meet the Full-Time Employee criteria.
  - d. *New Employees* – Employees who have been employed with the District less than 4 months. New employees are not eligible for paid leaves. Upon reaching the 4 month employment anniversary, an employee becomes eligible for paid leaves for the remainder of the leave year, including the 4 month probationary period, on a pro rata basis.
  - e. *Ineligible Employees* – Employees who are not Full-Time/12-Month Full-Time/9-Month or Part-Time Employees, as defined above, including any

employees employed on a substitute or temporary basis. Ineligible Employees are not eligible for any paid leaves.

f. *Change in Employee Status* – An employee who changes from an ineligible for paid leave status to eligible status during a leave year becomes eligible for paid leave at the beginning of the next leave year. An employee who changes from eligible to ineligible status during a leave year becomes ineligible for paid leave at the time the change in status occurs.

6. *Unused Days.* There is no pay for unused paid leave either during or upon the end of employment, except as may be provided in written employment contracts approved by the Board, and except as required by law. A condition of paid leave being available is that the employee not engage in misconduct warranting termination. Accordingly, in the event the Superintendent or the Board determines that an employee has engaged in misconduct, the employee shall not receive pay for unused leave days. In the event unused leave days are required to be paid, the employee will be paid at the employee's daily rate of pay at the time the unused paid leave days first became available.

#### B. Sick Leave

1. *Days Per Leave Year.* All eligible employees shall accumulate sick leave at a rate of no less than one hour of sick leave per 30 hours of work. Sick leave will be made available to the employee at the beginning of each leave year based on the estimated hours to be worked during the current leave year.
2. *Availability.* Sick leave is a paid workday when the employee may be absent from duties. Sick days are only available when the employee is unable to perform assigned duties due to the illness or tempera disability of the employee, due to the employee needing to care for a member of the employee's immediate family who is ill or has a serious health condition, or for doctor visits for the employee or a member of the employee's immediate family in circumstances where the doctor's visit could not reasonably be scheduled for non-duty time. Immediate family for purposes of sick leave means the employee's spouse, parents, dependent child, and those standing in the same relation to the employee's spouse (in-laws).
3. *Use of Sick Leave.* Employees are expected to use sick leave when they are unable to work. Activities other than caring for their own health or that of an immediate family member reflect an abuse of sick leave.
4. *Carry-over and Accumulation.* Unused sick leave may be carried over from one leave year to the next succeeding leave year to a maximum of 45 sick leave days. Once the maximum is accumulated, no further sick leave days will be available or granted for the ensuing leave year or years until the accumulated number of days is less than 45, and then only to the extent necessary to restore the total number of available sick leave days to the maximum of 45 days. Employees who have accumulated sick leave days in excess of said maximum prior to the 2009-2010

school year will continue to have the excess days available for use, but will not be given any additional sick leave days until their unused days are less than the maximum of 45, and then only to the extent necessary to restore the total number of available sick leave days to the maximum of 45 days in a leave year.

C. Bereavement Leave

1. *Immediate Family.* Paid family bereavement leave of 3 consecutive days is available to eligible employees in the event of the death of an immediate family member. The term “immediate family” for this purpose means the employee’s spouse, child, parent, grandparent, grandchild and sibling; and family members standing in the same relation to the employee’s spouse (in-laws). Family bereavement leave of 5 days is available for each such death, provided that the total paid family bereavement taken in a leave year not exceed 10 days.
2. *Non-Immediate Family.* Non-family bereavement leave of 1 day is available to eligible employees in the event of the death of a person who is not an immediate family member, but with whom the employee was so close that the employee would be expected to attend the person’s funeral. Non-family bereavement leave requires advance approval of the employee’s supervisor. The combination of family and non-family bereavement leave may not exceed 10 days in the leave year.
3. *Use of Bereavement Leave.* Bereavement leave is to be used for purposes of addressing issues related to the death and to attend funeral services. The taking of a bereavement leave without attending funeral services would be an abuse of bereavement leave, except in the case of the death of the employee’s parent, child or spouse, where grief would be expected to impair the employee’s ability to function at work. Bereavement leave will be deducted from an employee’s sick leave balance.
4. *Carry-over and Accumulation.* There is no carry-over or accumulation of unused bereavement leave.

D. Vacation Leave

1. *Eligibility for Vacation Leave.* Vacation leave is available only to Full-Time/12-Month employees and to those employees whose individual employment contract specifies that they are to receive vacation leave.
2. *Days Available.* Employees eligible for vacation leave shall have the following number of vacation days available each leave year:

Years of Continuous Employment	Vacation Days
0-1	-0-
1-20	10

20 or more	15
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3. *Availability of Days During Leave Year.* Vacation days will become available within each leave year based on the following formula: Total annual contract days divided by specified vacation days equals days of employment required for each vacation day to become available. Example: Total contract days (260) divided by specified vacation days (10) equals one vacation day available per 26 days of employment. The Superintendent or the Superintendent's designee may approve an employee taking the employee's full annual allotment of vacation days prior to the vacation days becoming available under the formula. Such advancement is on the condition that if the employment is ended prior to the employee completing the contract days specified, the employee must reimburse the District for the value of the vacation days that were advanced. By making a request for an advancement of vacation, the employee consents to such being deducted from the employee's final pay.
4. *Eligibility Based of Years of Employment.* A "year of continuous employment" is determined based on a full leave year. When an employee has a break in employment and is re-hired by the District, the prior employment is not considered for determining years of continuous employment. Periods of employment in an employment status in which the employee is ineligible for vacation leave is not considered for determining years of continuous employment.
5. *Requesting Use of Vacation Days.* Advance notice of taking vacation is required. All vacation time is to be arranged with the employee's direct supervisor and requires approval of the Superintendent.
6. *Carry-Over of Unused Vacation.* Employees are encouraged to take their vacation within each leave year. The maximum number of unused vacation days an employee will be allowed to carry over from one year to the next shall be the number of days made available during the most recent leave year. The maximum that may be accumulated is 20 days. Once the maximum is accumulated, no further vacation days will be available or granted for the ensuing leave year or years until the accumulated number of days is less than 20, and then only to the extent necessary to restore the total number of available vacation days to the maximum of 20 days. Employees who have accumulated vacation days in excess of said maximum prior to the 2009-2010 school year will continue to have the excess days available for use, but will not be given any additional vacation days until their unused days are less than the maximum of 20, and then only to the extent necessary to restore the total number of available vacation days to the maximum of 20 days in a leave year.
7. *Unused Leave.* There shall be no pay for unused vacation days either during or upon ending of employment except as may be required by law. In the event the Superintendent determines that the employee has engaged in misconduct and the employee is terminated or involuntarily resigns, there shall be no pay for unused days. In the event unused vacation is required to be paid, the employee will be

paid at the employee's daily rate of pay at the time the unused vacation day first became available.

E. Personal Leave

Eligible employees have two days of personal leave per leave year. Use of personal leave is subject to the condition that the employee have a reason for needing to be absent for a personal reason. Unused personal leave days may not be carried over from one leave year to another. At the end of each leave year, unused personal leave is paid at the employee's hourly rate of pay.

F. Unpaid Leaves

Minden Public Schools complies with laws that require leaves to be allowed without loss of pay, such as for FMLA leaves, military service and jury duty. Should an employee be absent from work in excess of the employee's available paid leaves, the absence will be unpaid leave. The employee's salary and fringe benefits (including the cost of premiums for group health insurance) may be subject to reduction for the day or days of work missed.

G. Discretionary Leave of Absence

An employee may apply to the Board for a leave of absence from duties. The Board will consider such requests on a case-by-case basis. No leave of absence shall extend beyond one leave year. All discretionary leaves shall be without pay except as may be individually negotiated.

H. FMLA

Family and medical leaves shall be allowed under the terms and conditions of the Family and Medical Leave Act of 1993, as amended (FMLA).

The "leave year" for purposes of the FMLA shall be a "rolling" twelve-month period, measured backward from the date an employee uses any FMLA leave.

Substitution of accrued paid leaves for otherwise unpaid FMLA leaves may be required at the discretion of the Superintendent or the Board.

Employees shall be required to submit medical certifications to support a request for FMLA leave because of a serious health condition, or a sick leave, when such leave is for a duration in excess of five successive days, and in such other cases as deemed appropriate by the Superintendent or the board based on the nature of the illness or other circumstances surrounding the leave. Second and third medical opinions may, in the Superintendent or the Board's discretion, be required. Employees shall be required to report periodically, at such times as requested by the Superintendent or the Board, on their intent to return to work from FMLA leaves and other leaves. Employees shall be required to submit a fitness-for-duty certification from their health care provider as a condition of returning to work from a FMLA leave taken because of the employee's serious health condition, or from a sick leave taken by reason of the employee's illness, when such leave was of a duration in excess of five successive days, and upon request of the Superintendent or the Board when such is deemed appropriate by the

Superintendent or the Board based upon the nature of the illness or other circumstances surrounding the leave.

Upon return from FMLA leave, an employee shall be assigned to the same position originally held, or to an equivalent position. In the case of certificated employees, an “equivalent position” means any certificated employment position for which the employee is qualified by reason of endorsement, college preparation, experience, or other similar factors. In the case of other employees or positions, an “equivalent position” means a position with or at equivalent pay, benefits, and working conditions, involving similar or related duties, as determined by the Superintendent or the Board.

Legal Reference:	29 USC Sections 2611 to 2618 and 29 CFR Part 82
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I. Military and Family Military Leave

Military leave and family military leave will be granted to the extent required by state and federal law.

Employees requesting military leave must notify the Superintendent as soon as they receive notification of activation. Employees are required to attach a copy of their orders to a leave request form when preparing a request for military leave.

Employees requesting to take family military leave under Nebraska statutes must notify the Superintendent at least 14 days in advance of taking such leave if it will be for 5 or more consecutive days and consult with their supervisor to schedule the leave so as not to unduly disrupt the District's operations. For leaves of less than 5 days, the employee is to notify the Superintendent of the leave request as soon as practicable.

Family military leave under the FMLA will be provided in accordance with that law and subject to the provisions of the Board policy pertaining to FMLA leave.

Legal Reference:	Neb. Rev. Stat. Sec. 55-160 to 55-166 Neb. Rev. Stat. Sec. 55-501 to 55-507 29 U.S.C. Sec. 2611, et seq.; 29 CFR Part 825 (FMLA) 38 U.S.C. Sec. 4301 to 4333; 20 CFR Part 1002 (USERRA)
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J. Adoption Leave

Adoption leave will be permitted to be taken by an adoptive parent for the same time and on the same terms as an employee is permitted to take a leave of absence upon the birth of the employee’s child.

The adoptive parent’s leave of absence begins following the commencement of the parent-child relationship. The parent-child relationship commences, for the purposes of adoption leave, when the child is placed with the employee for the purpose of adoption. The employee shall be deemed to have waived any adoptive leave days not taken following the commencement of the parent-child relationship, except as the Superintendent and the employee may otherwise agree. Advance notice of an anticipated adoption shall be provided by the employee to the

Superintendent as early as possible.

Legal Reference:	Sec. 48-234
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K. Jury Duty Leave

An employee who is summoned for jury service must promptly notify the employee's immediate supervisor. The employee will be allowed time off for jury duty.

There will be no loss of salary or deduction in leave time for time spent in jury service. The District may, at its discretion, reduce salary by an amount equal to any compensation, other than expenses, paid by the court for jury duty.

If an employee reports for jury duty in the morning and is then dismissed from jury duty for the remainder of the day, the employee is to report for work and resume duties for the balance of the day, except as may be otherwise arranged by the employee's immediate supervisor.

Legal Reference:	Sec. 2s-164o
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L. Subpoena to Testify Leave

An employee must promptly notify the employee's immediate supervisor when the employee receives a lawfully issued subpoena to testify in court or to give a deposition that may require an absence from duty.

In the event the subpoena involves a job-related matter in which the employee is testifying on behalf of the District, the absence will be treated similar to a jury duty leave.

In the event the subpoena involves a personal matter, the employee will be required to use available leave days. A subpoena will be considered to involve a personal matter whenever the employee or a family member or friend of the employee is a party to the legal proceeding, unless the employee's involvement in the legal matter is solely due to actions taken in connection with the employee's work duties, the actions of the employee were not inappropriate, and the District is not an opposing party in the legal matter.

M. Voting Leave

Employees will be allowed paid time off to vote in an election if the employee (a) is a registered voter; (b) does not have 2 consecutive hours during which the employee is not required to be present at work in the period between the time of the opening and closing of the polls; and (c) applies for voting leave prior to or on election day.

Voting leave will not be available to most employees because elections are typically scheduled for 8 a.m. to 8 p.m. Most employees are off duty on or before 6 p.m. If not off work by 6 p.m., the employee is usually not on duty before 10 a.m.

When voting leave is available, an employee will be entitled to be absent from work on election

day for such period of time as will, when considering the employee's non-working time, total 2 consecutive hours between the time of the opening and closing of the polls. When voting leave is used, no deduction shall be made from the employee's salary or wages on account of such absence. The employee's supervisor may specify the hours during which the employee may be absent for voting leave.

Legal Reference:	Sec. 32-922
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Date of Adoption: May 12, 2009  
Date Reaffirmed: June 14, 2021

Business OperationsInternal Controls

The District will develop and maintain internal control procedures as required by law and in accordance with sound fiscal monitoring practices that will ensure appropriate oversight of state and federal funds. The following internal control procedures will be utilized for all federal grants:

Generally: If the District receives federal awards, grants, or other funds, the District will:

- 1) Establish and maintain effective internal control over the federal award that provides reasonable assurance that the District manages the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. The District will endeavor to develop and align these internal controls consistent with the “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO);
- 2) Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal award;
- 3) Evaluate and monitor the District's compliance with statutes, regulations and the terms and conditions of federal award;
- 4) Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; and
- 5) Take reasonable cybersecurity and other measures to safeguard protected personally identifiable information and other information the federal awarding agency, or pass-through entity, designates as “sensitive” or the District considers sensitive, consistent with applicable federal, state, and local laws regarding privacy and responsibility over confidentiality.

Legal Reference: 2 C.F.R. § 200.303.

Management requirements: The District will manage equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until the District disposes of such equipment. The District will, as a minimum, meet the following requirements:

- 1) Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
- 2) Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two (2) years;
- 3) Implement a control system to ensure safeguards for preventing property loss, damage, or theft;
- 4) Implement adequate maintenance procedures for the equipment; and
- 5) Implement sales and disposition procedures for the equipment to ensure the highest possible return.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value of \$10,000 or less (per unit) may be retained, sold, or otherwise disposed of in accordance with the Board's Sale and Disposal of Property Policy.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value in excess of \$10,000 (per unit), may only be sold or otherwise disposed of in accordance with the provisions of 2 C.F.R. § 200.313(e)(2)-(3).

Legal Reference: 2 C.F.R. §§ 200.313 & 200.303.

Procurement: The District will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable federal law and the requirement standards imposed by law, including:

- 1) A procedure for micro-purchases (Under \$10,000);
- 2) A procedure for simplified acquisition thresholds (between \$10,000 to \$250,000);
- 3) A procedure for sealed bids (over \$250,000);
- 4) A procedure for competitive proposals (with an explanation for why sealed bids were not accepted if over \$250,000); and
- 5) A procedure for noncompetitive bids.

Legal Reference: 2 C.F.R. §§ 200.317 through 200.326.

Cross-Reference: Policies 3130 & 3131.

Contract Terms: All contracts funded (in whole or in part) by federal funds and/or federal awards must contain the following terms or, via this Policy, the following terms are required and incorporated into any such contracts:

- 1) An assurance that minority business enterprises and labor surplus area firms are used, when possible;
- 2) An Anti-Lobbying clause for all contracts, including an Anti-Lobbying Certification, for contracts exceeding \$100,000;
- 3) A Suspension and Debarment clause;
- 4) A provision for termination for cause and for convenience, including the manner by which it will be affected and the basis for settlement;
- 5) A clause that addresses administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and a provision for sanctions and penalties;
- 6) For contracts in excess of \$150,000, a clause addressing the Clean Air Act and the Federal Water Pollution Control Act;
- 7) A provision maintaining contract oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders;
- 8) A provision addressing the District's conflict of interest policies; and
- 9) A requirement that the contractor maintains records related to the contracted work.

Legal Reference: 2 CFR § 200.319(d); 2 CFR § 200.321; 2 CFR § 200, Appendix II(I); 2 CFR § 200, Appendix II(H); 2 CFR § 200, Appendix II(B); 2 CFR § 200, Appendix II(A); 2 CFR § 200, Appendix II(G); 2 CFR § 200.318(b); 2 CFR § 200.318(c)(1); 2 CFR § 200.318(i); 2 CFR § 200.324(a); 2 CFR § 200.324(b).

Federal Interest Reporting: The District will follow the required federal interest reporting and recording requirements, if applicable, for any real property or improvement interest financed, in whole or in part, with federal funds.

Legal Reference: 2 CFR §§ 200.310-200.313.

Record Retention: Financial records, supporting documents, statistical records, and all other related records pertinent to a federal award will be retained for a period of three (3) years from the date of submission of the final expenditure report or, for federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the federal awarding agency or pass-through entity in the case of a sub-recipient, or as otherwise specified by the federal award or federal law.

For all other records, the District will retain such records for the length of time as required by law.

Legal Reference: 2 C.F.R. § 200.333, 2 C.F.R. § 200.34 & 34 C.F.R. § 81.31.

Suspension and Debarment: The District will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Before entering into a contract regarding a federal award, the District will either: (1) verify that a vendor has not been debarred, suspended or otherwise excluded via SAM.gov, (2) collect a verification from that vendor; or (3) add a clause to the contract with the vendor. The District will maintain a copy of said verification or documentation.

Legal Reference: 2 C.F.R. § 200.213.

Financial Management: The District will maintain financial management systems to account for the federal funds, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award. These records will be sufficient to permit the District to prepare reports required by general and program-specific terms and conditions and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award. The financial management system will provide for the following:

- 1) Identifying all of the federal awards received and expended and the federal programs under which they were received;
- 2) Ensuring that accurate, current, and complete disclosure of the financial results of each federal award or program are maintained in accordance with reporting requirements;
- 3) Maintaining records and documentation that sufficiently identify the amount, source, and expenditure of funds for federally funded activities;
- 4) Ensuring effective controls over accountability and safeguards for all funds, property, and other assets;
- 5) Comparing actual expenditures with budget amounts for each federal award;
- 6) Ensuring payments of federal funds are made in accordance with applicable law, including 2 CFR § 200.305; and
- 7) Determining the allowability of costs in accordance with applicable law and the conditions of the federal award.

Legal Reference: 2 C.F.R. § 200.302.

Program Income: The District will consult with the federal awarding agency and refer to the applicable law and federal program terms and conditions to determine how to account for, deduct and otherwise handle income from federal programs.

Legal Reference: 2 C.F.R. § 200.307.

Cost Sharing or Matching: For all federal awards, any shared costs or matching funds and all contributions, including cash and third party in-kind contributions, must be accepted as part of the District's cost sharing or matching, when such contributions meet all of the following criteria:

- 1) Are verifiable from the District's records;
- 2) Are not included as contributions for any other federal award;
- 3) Are necessary and reasonable for accomplishment of project or program objectives;
- 4) Are allowable under the applicable Cost Principles requirements;
- 5) Are not paid by the Federal Government under another federal award, except where the federal statute authorizing a program specifically provides that federal funds made available for such program can be applied to matching or cost sharing requirements of other federal programs;
- 6) Are provided for in the approved budget when required by the federal awarding agency; and
- 7) Conform to other provisions of the law or terms and conditions of the federal award, as applicable.

Legal Reference: 2 C.F.R. § 200.306.

Compensation: Compensation for personal services includes all remuneration for services of employees rendered during the period of performance under the federal award, including, but not limited to wages, salaries, and fringe benefits. Costs of compensation may be allowable under federal law and the federal grant to the extent that they satisfy the following requirements:

- 1) Is reasonable for the services rendered; and
- 2) Conforms to the established written expectations of the District, as applied consistently to both federal and non-federal activities.

If the District intends to charge compensation to federal awards, such charges will be based on records that accurately reflect the work performed, and will:

- 1) Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- 2) Be incorporated into the official records of the District;
- 3) Reasonably reflect the total activity for which the employee is compensated by the District, not exceeding 100% of compensated activities;
- 4) Encompass both federally assisted, and all other activities compensated by the District on an integrated basis, but may include the use of subsidiary records as defined in the District's written procedures;
- 5) Comply with the established accounting policies and practices of the District; and
- 6) Differentiate and account for the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one (1) federal award; a federal award and non-federal award; an indirect cost activity and a direct cost activity; two (2) or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Any leave and/or fringe benefits charged to a federal award must satisfy all criteria set forth in 2 C.F.R. § 200.431(b) and/or (c).

Budget estimates will generally not be used to support charges to federal awards but may be used for interim accounting purposes.

Legal Reference: 2 C.F.R. §§ 200.430 & 200.431.

Federal Funds for Construction Projects: If the District is granted the authority to use federal funds for a construction project, the District will follow the Davis-Bacon and Related Acts, including the payment of “prevailing wages” to those who work on the job site, as well as the contractor bonding requirements.

Legal Reference: 40 U.S.C. § 3141, et seq; 2 C.F.R. § 200.326.

Capitalization and Depreciation: The District will follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E, when charging these specific expenditures to a federal grant. When applicable, District staff will check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, federal, state, or program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and District personnel shall follow those requirements. The following rules of allowability apply to equipment and other capital expenditures:

- 1) Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the federal awarding agency or pass-through entity.
- 2) Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the federal awarding agency or pass-through entity.
- 3) Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior written approval of the federal awarding agency or pass-through entity.
- 4) Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 CFR § 200.436 and 2 CFR § 200.465.
- 5) When approved as a direct cost by the federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the federal awarding agency.
- 6) If the District is instructed by the federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.

- 7) Any depreciation will be computed, charged, and recorded in a manner consistent with federal regulations and any requirements of the federal awarding agency.

Legal Reference: 2 C.F.R. §§200.436 & 200.439.

Conflict of Interest: No District employee, agent, or Board Member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by or with federal funds. A “conflict of interest” includes, but is not limited to, a financial or other interest in or a tangible personal benefit from federal funds that would directly or indirectly benefit either (1) the employee, agent, or board member; (2) any member of their immediate family; or their spouse or partner, or (3) an organization that employs or is about to employ those individuals. District employees, agents, and Board Members may only accept gratuities, favors, or anything of monetary value from federally funded contractors in accordance with the District’s Conflict of Interest Policy. Any District employee, agent, or Board Member who knowingly violates these terms may be subject to discipline, up to and including termination of employment and/or referral for possible criminal prosecution.

Legal Reference: 2 C.F.R. §§ 200.112 & 200.318.

Unexpected or Extraordinary Circumstances: For all federal awards, if the District does not currently have in place a sufficient policy that addresses extraordinary circumstances, such as those caused by COVID-19, the District may amend or create a policy at a later date in order to put emergency contingencies in place for federal and non-federal similarly situated employees. If the conditions exist for charges to be made to the federal grant, then charges may also be made to any non-federal sources that are used by the District in order to meet a matching requirement. The District will take other steps to comply with federal award requirements in the event of unexpected or extraordinary circumstances.

Legal Reference: 2 C.F.R. § 200, et seq.

Travel Costs: Travel costs (including transportation, lodging, subsistence, and related items) incurred by an employee who travels on official business for a federal award may only be charged to the federal award on an actual cost basis, a per diem or mileage basis, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip. The District will ensure that the method used will be consistent with the method normally allowed in similar circumstances in the District’s other travel and Board Policies. Any travel costs charged directly to a federal award must be documented to justify that (1) the individual’s participation is necessary for the federal award and (2) the costs are reasonable and consistent with the District’s travel costs and expectations. All travel costs must be reasonable and not in excess of what the District typically allows for other travel. All reasonable rates and amounts will be consistent with the rates and amounts established under 5 U.S.C. 5701-11.

Legal Reference: 2 C.F.R. § 200.475

Date of Adoption: [Insert Date]

**RESOLUTION**

**WHEREAS**, the School Board is required by law to adopt by resolution policies and specific standards for acceptance or rejection of option enrollment applications by October 15th for the following school year; and,

**WHEREAS**, the School Board has received and reviewed evidence and information submitted by the administration and other sources and made determinations thereon with respect to standards for acceptance or rejection and with respect to the capacity of this school district to accept option enrollment students based upon available staff, available facilities, projected enrollment, and availability of special education programs for the following school year; and,

**WHEREAS**, the School Board has determined that the educational interests of this school district would be best served by adopting the resolutions, policies, and specific standards contained herein.

**NOW, THEREFORE, BE IT RESOLVED** that the Option Enrollment Policy presented to the School Board as Policy 5006, and Appendix "1" to such Policy 5006, should be and the same are hereby adopted, and any previous policy or interpretation or application of the option enrollment program which is or has been inconsistent with the Policy 5006, and Appendix "1" to such Policy 5006, are repealed effective on the date of the passage of this resolution,

**BE IT FURTHER RESOLVED** that all paragraphs, subparagraphs, and portions of words of this Resolution, of Policy 5006, and Appendix "1" to such Policy 5006 are severable and that in the event any of the same are determined to be invalid for any reason, such determination shall not affect the validity of any of the remainder of the same.

**BE IT FURTHER RESOLVED** that policies and specific standards for acceptance or rejection of option enrollment applications should be and are hereby adopted for applications filed after the adoption of this resolution and are hereinafter set forth:

The above Resolution, having been read in its entirety, member \_\_\_\_\_ moved for its passage and adoption, and member \_\_\_\_\_ seconded the same. After discussion and on roll call vote, the following members voted in favor of passage and adoption of the above Resolution: \_\_\_\_\_.  
The following members voted against the same: \_\_\_\_\_.  
The following members were absent or not voting: \_\_\_\_\_. The Resolution, having been consented to and approved by a majority of the members of the School Board, was declared passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings Law.

**DATED** this 13<sup>th</sup> day of October, 2025.

**MINDEN PUBLIC SCHOOLS**

By: \_\_\_\_\_  
President

Attest: \_\_\_\_\_  
Secretary

## Appendix “1” to Option Enrollment Policy

The following is Appendix “1” to Policy 5006 for the 2026-2027 school year. The Board of Education hereby sets forth the maximum number of option students for the current school year in any program, class, grade level, or school building or in any special education programs operated by this school district based upon available staff, facilities, projected enrollment of resident students, the projected number of students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Any program, class, grade level, or school building that has “0” as the No. of Option Students is hereby declared unavailable to option students due to a lack of capacity.

<b>PROGRAM</b>	<b>PROGRAM CAPACITY</b>	<b>PROJECTED ENROLLMENT</b>	<b>NO. OF OPTION STUDENTS</b>
Kindergarten	50	55	0
First	50	55	0
Second	50	55	0
Third	50	55	0
Building Capacity, Elementary	200	220	0
Fourth	70	60	10
Fifth	70	60	10
Sixth	70	60	10
Seventh	70	50	20
Eighth	70	70	0
Building Capacity, Middle School Attendance Center	350	300	50
Ninth	75	70	5
Tenth	75	70	5
Eleventh	75	75	0
Twelfth	75	60	15
Building Capacity, Sr. High School Attendance Center	300	275	25

\* Special education capacity will be determined on a case-by-case basis in accordance with state law and the available resources as determined by the District’s Director of Special Education or designee.