

December Meeting  
Monday, December 9, 2024 5:00 PM

BOE Room  
100 N Sycamore  
Amherst, NE 68812-0008

## **Agenda**

1. Pledge of Allegiance
2. Notice of adherence to the Open Meeting Law
3. Roll Call
  - 3.1. Excuse absent Board members
4. Approval of Minutes, Claims and Reports
  - 4.1. Review previous meeting minutes
  - 4.2. Review financial reports and monthly claims
  - 4.3. Board Action on consolidated motion for approving Minutes, Claims and Financial Reports
5. Public Comment
6. Reports and communications from board members.
7. Principal's Report
8. Superintendent's Report
9. Old Business
10. New Business
  - 10.1. Transfer to Lunch Fund
  - 10.2. Approve review of 300's and 400's
  - 10.3. First Reading Policy 312
  - 10.4. First reading Policy 440
  - 10.5. Approve purchase of KSB Policy Subscription
  - 10.6. Accept Superintendent/Elementary Principal Resignation
  - 10.7. Discussion of Superintendent position
11. Miscellaneous or non-action items
  - 11.1. Recognize Board Members
12. Executive session
13. Adjourn

**November Meeting**  
BOE Room  
Monday, November 11, 2024 7:00 PM

Terry Abbott: Present  
Les Adelong: Present  
Jess Day: Present  
Ryan Fisher: Present  
Karen Harmony: Present  
Casey Mitchell: Present

Visitors present: Mr. Matt Gordon, Mr. Roger Thomsen, Tessa Dobish, Shelby Bramer, Amber Watson, Kari and Jerome Malleck, Meghan & Cody Freeze, Jarred Kenney, Liz Klingelhofer, Ben and Dawn Bickford, Richard and Tracy Roeder, Misty Mattox, Scott Christensen

**Motion to** approve Minutes, Claims and financial Reports. This motion, made by Ryan Fisher and seconded by Terry Abbott, Passed.

Terry Abbott: Yea, Les Adelong: Yea, Jess Day: Yea, Ryan Fisher: Yea, Karen Harmony: Yea, Casey Mitchell: Yea

**Motion to** approve the December 15, 2024, Bond payment of \$396,375 to BOK Financial. This motion, made by Les Adelong and seconded by Karen Harmony, Passed.

Terry Abbott: Yea, Les Adelong: Yea, Jess Day: Yea, Ryan Fisher: Yea, Karen Harmony: Yea, Casey Mitchell: Yea

**Moved to** adjourn at 7:59pm. This motion, made by Casey Mitchell and seconded by Jess Day, Passed.

Terry Abbott: Yea, Les Adelong: Yea, Jess Day: Yea, Ryan Fisher: Yea, Karen Harmony: Yea, Casey Mitchell: Yea

President Adelong began the Regular Board Meeting in the BOE Room at 7:00 PM. President Adelong made known the location of the “Open Meetings Law” poster, which is hanging on the BOE’s wall. The rental/purchase assistance of a charter bus was discussed. The Board congratulated the girls’ volleyball team on a great season.

**FINANCIAL REPORT For November 30, 2024**

Fund	Bank	Interest	Co. Treas	NSDLAF	Int.	TOTAL	Mo. Intr.	Balances
	11/30/24		10/31/24	11/30/24		11/30/24		11/30/23
<b>General</b>	414,056.86	863.07	26,769.00	4,114.07	15.02	1,473,743.40	4,738.72	1,261,270.58
<b>General ICS</b>	1,055,572.47	3860.63						
<b>Lunch</b>	16,782.85	0.57				16,782.85	0.57	21,731.64
<b>Petty Cash</b>	3,199.13					3,199.13		3,123.01
<b>Activity</b>	216,468.63	438.69				216,468.63	438.69	213,676.80
<b>Retirement</b>	139.71					139.71		139.71
<b>Spe. Bld.</b>	11,803.60	21.53	0.00	261.17	0.95	12,064.77	22.48	32,764.55
<b>Handicp</b>	1,133.33	2.76		559.04	2.04	1,692.37	4.80	1,657.79
<b>Deprec.</b>	884.61	0.52		487.45	1.78	325,468.44	1,187.61	432,728.80
<b>Deprec. ICS</b>	324,096.38	1185.31						
<b>Unemployment</b>	9,049.48			2,469.53	9.02	11,519.01	9.02	11,410.12
<b>Caf. Plan</b>	5,632.99					5,632.99		4,821.05
<b>Bond</b>	5,357.92	6.94	2,253.44			455,073.09	1,651.70	380,798.52
<b>Bond ICS</b>	449,715.17	1,644.76						
<b>Construction</b>	-	-		19.56	0.07	19.56	0.07	1,531,848.64
<b>TOTAL</b>	\$ 2,513,893.13	\$ 8,024.78	\$ 29,022.44	\$ 7,910.82	\$ 28.88	\$ 2,521,803.95	\$ 8,053.66	\$ 3,895,971.21

\*\*\*NOTE Bond fund total after December Payment: \$ 58,698.09

interest 2.5% General fund, Bond Fund, Special Building, and Depreciation Funds

interest .1% on all other accounts ICS Account 4.4 NLAF 4.33%

	Budgeted	Spent to Date	Budget percentage
General Fund	\$ 5,840,000.00	\$ 1,519,255	-1.01%
Lunch Fund	\$ 295,000.00	\$ 79,096	-1.81%

# Consolidated Check Listing

Direct Dep.	Check	Check Date	Payable To	Amount
<b>01 - GENERAL FUND</b>				
	00036244	12/08/2024	Am. Family Life Assurance Co	1,343.16
	00036245	12/08/2024	AFLAC	339.90
	00036246	12/08/2024	Country Partners Cooperative	3,588.73
	00036247	12/08/2024	Apple, Inc.	928.00
	00036248	12/08/2024	Arnold Motor Supply	375.88
	00036249	12/08/2024	DAS State Accounting - Central Finance	292.87
	00036250	12/08/2024	ASK Supply Co.	4,146.32
	00036251	12/08/2024	Assured Fire Protection	755.00
	00036252	12/08/2024	Heartland Bank	15.00
	00036253	12/08/2024	Blue Cross-Blue Shield	63,413.14
	00036254	12/08/2024	Builders How To	428.12
	00036255	12/08/2024	Cash Drawer-amherst School	43.14
	00036256	12/08/2024	Coachmaster's Inc	6,059.64
	00036257	12/08/2024	Culligan of Kearney	142.00
	00036258	12/08/2024	Dawson Co Pub Power	5,759.75
	00036259	12/08/2024	Ecolab Pest Elimination	85.63
	00036260	12/08/2024	Engineered Controls	478.00
	00036261	12/08/2024	Equitable Financial Life Ins Co of America	212.31
	00036262	12/08/2024	ESU 10	34,567.82
	00036263	12/08/2024	First Bankcard	4,708.79
	00036264	12/08/2024	Frontier	73.34
	00036265	12/08/2024	Heartland Bank	50,332.53
	00036266	12/08/2024	Hoehner Turf	400.00
	00036267	12/08/2024	Hometown Leasing	802.85
	00036268	12/08/2024	Horace Mann	24.66
	00036269	12/08/2024	Island Supply Welding Co	19.52
	00036270	12/08/2024	OnToCollege with John Baylor	3,275.00
	00036271	12/08/2024	KSB School Law	324.00
	00036272	12/08/2024	Kully Pipe & Steel Supply	1,152.66
	00036273	12/08/2024	Amherst Public School Lunch Fund	15,080.75
	00036274	12/08/2024	Matheson-Linweld Tri-Gas Inc	2,440.83
	00036275	12/08/2024	Menards - Kearney	1,443.33
	00036276	12/08/2024	Miscellaneous Cash Account	599.65
	00036277	12/08/2024	T&T Mobile Washing	412.50
	00036278	12/08/2024	NAEA	100.00
	00036279	12/08/2024	Ne Assoc Of School Boards	723.00
	00036280	12/08/2024	NCS Pearson, Inc	31.62
	00036281	12/08/2024	Pioneer Drama Service, Inc.	180.00
	00036282	12/08/2024	Platinum Awards & Gifts	36.25
	00036283	12/08/2024	Principal Life	713.33
	00036284	12/08/2024	Ravenna Sanitation	445.00

# Consolidated Check Listing

Direct Dep.	Check	Check Date	Payable To	Amount
	00036285	12/08/2024	Retirement	46,155.74
	00036286	12/08/2024	Heartland Bank	7,126.77
	00036287	12/08/2024	Black Hills Energy	2,588.28
	00036288	12/08/2024	Spracklin Chiropractic	90.00
	00036289	12/08/2024	State of NE	100.00
	00036290	12/08/2024	Heartland Bank	3,683.29
	00036291	12/08/2024	Todd's Auto Repair	704.06
	00036292	12/08/2024	Verizon Wireless	148.95
	00036293	12/08/2024	Village Of Amherst Water Dept	490.18
	00036294	12/08/2024	Warren-T Plumbing Services	9,947.82
	00036295	12/08/2024	Kearney Winnelson Co.	32.35
<b>01 - GENERAL FUND Totals:</b>				<b>277,361.46</b>
<b>06 - LUNCH FUND</b>				
	00004755	12/08/2024	Cash-wa Dist Co	8,291.10
	00004756	12/08/2024	Domino's Pizza	903.00
	00004757	12/08/2024	Heartland Bank	1,377.78
	00004758	12/08/2024	Miscellaneous Cash Account	150.51
	00004759	12/08/2024	Retirement	1,151.99
	00004760	12/08/2024	Heartland Bank	132.56
	00004761	12/08/2024	Sysco Lincoln	3,683.30
<b>06 - LUNCH FUND Totals:</b>				<b>15,690.24</b>
<b>Report Total:</b>				<b>293,051.70</b>

# AMHERST PUBLIC SCHOOLS

Schools in District 2  
 State Board District 6  
 Educational Service Unit 10  
 Legislative District 36

District Classification ⓘ



District Snapshot    AQuESTT Classification    About Our District    Compare

COMPARE TO

Similar Peers

COMPARE WHAT

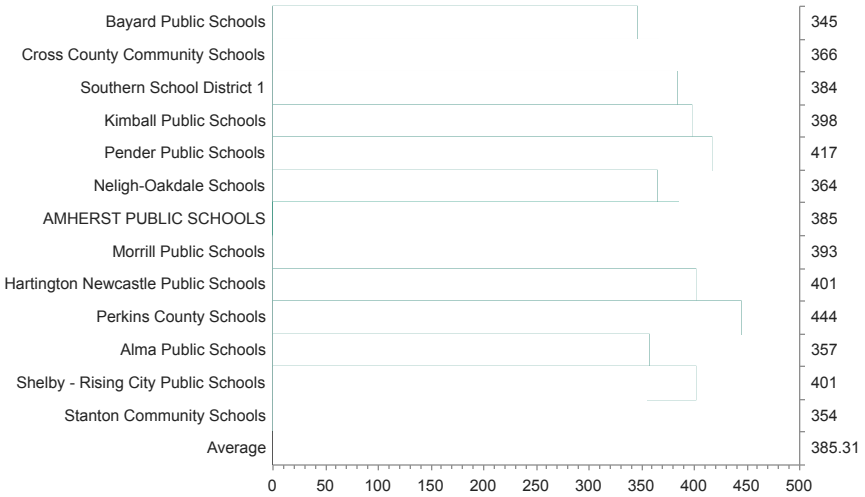
All Data Points

GO

**Similar peers** are the 12 Nebraska public schools or districts most similar to this school/district based on a range of variables, including: school, district and community characteristics. View the [Similar Peers Documentation PDF](#).

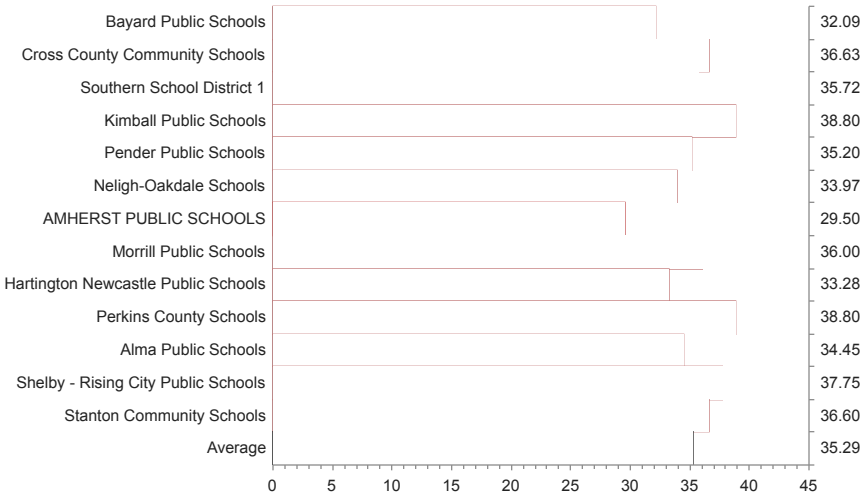
State Total: **327,055**

Student Enrollment

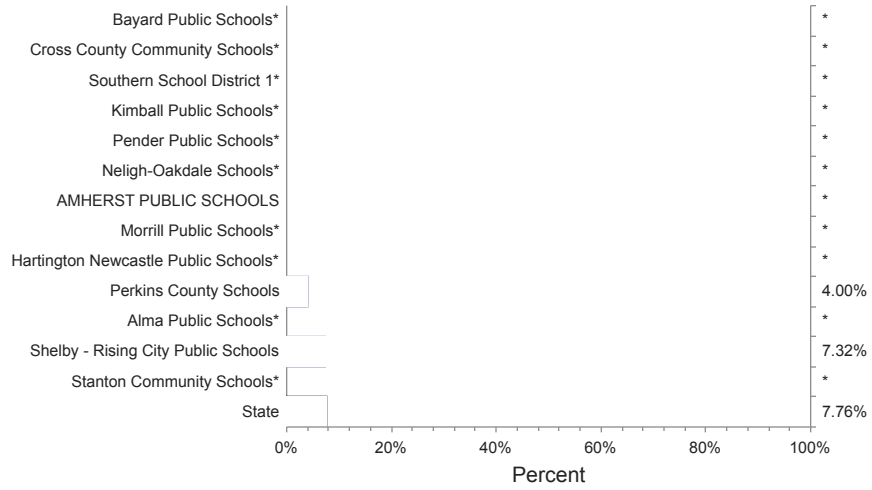


State Total: **23,962.20**

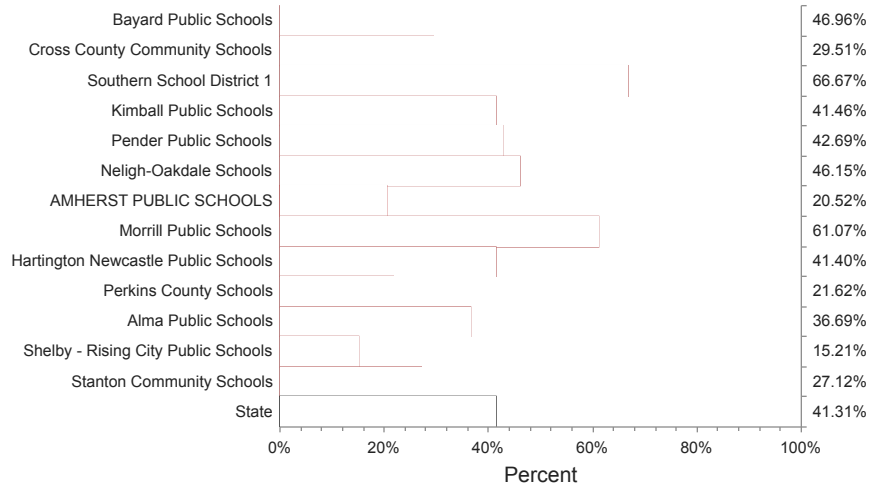
Teachers



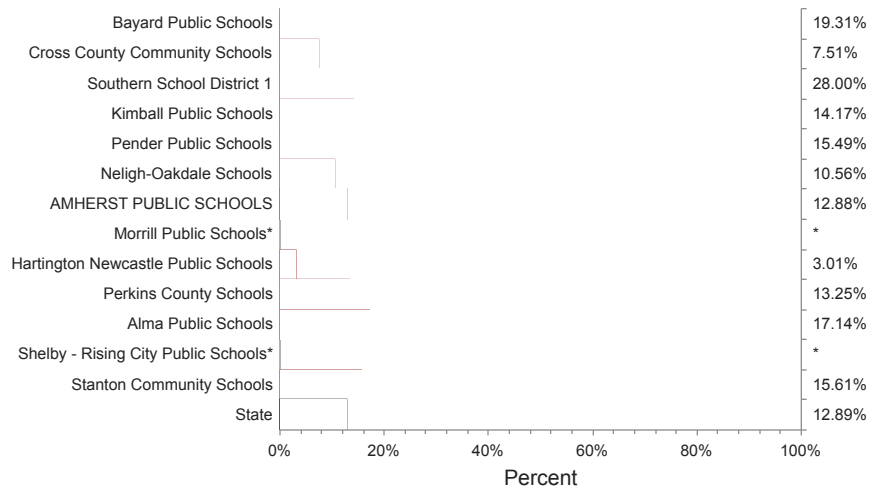
### English Learners



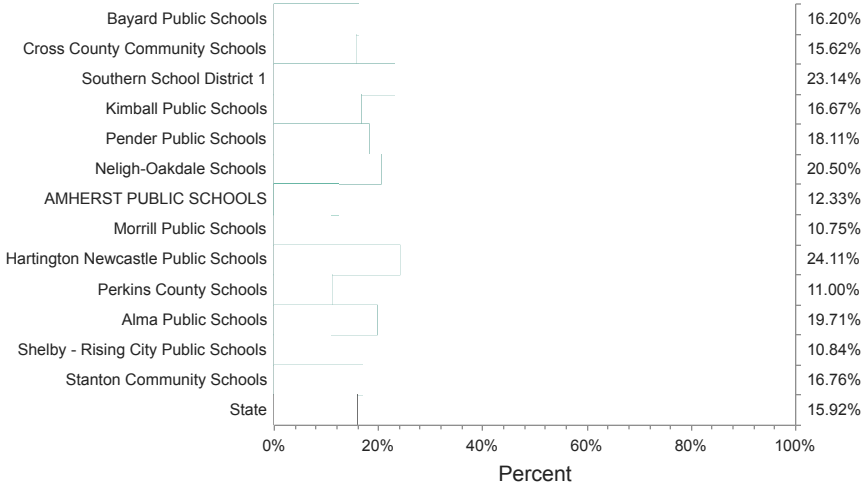
### Free/Reduced Lunch



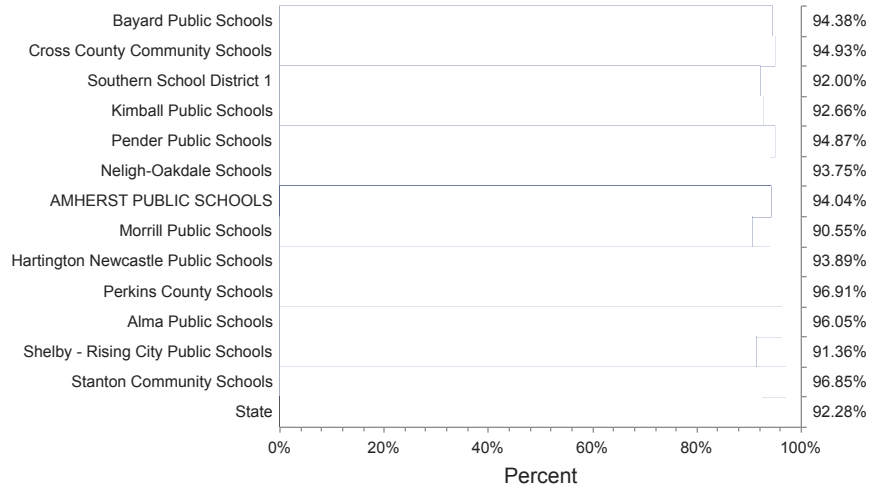
### Gifted



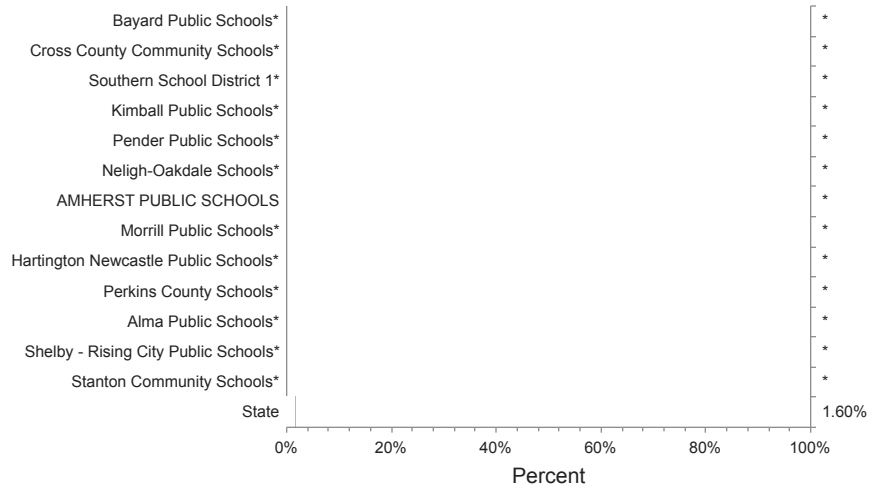
### Special Education



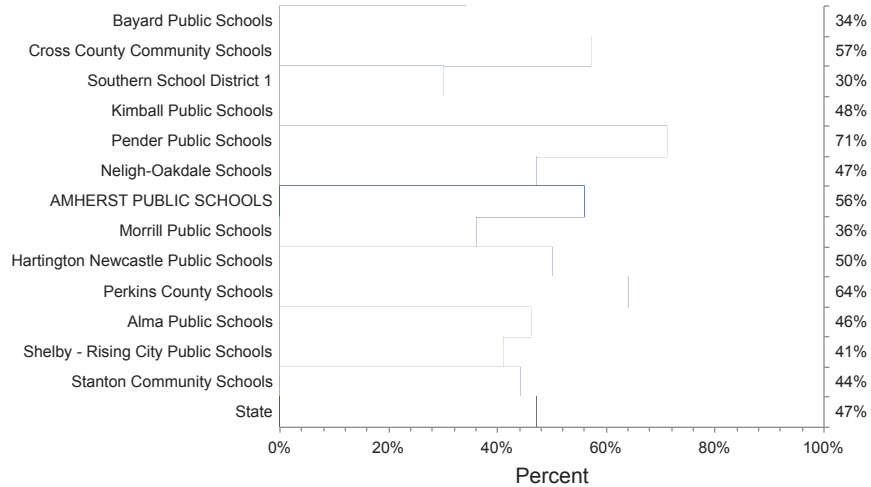
### Attendance Rate



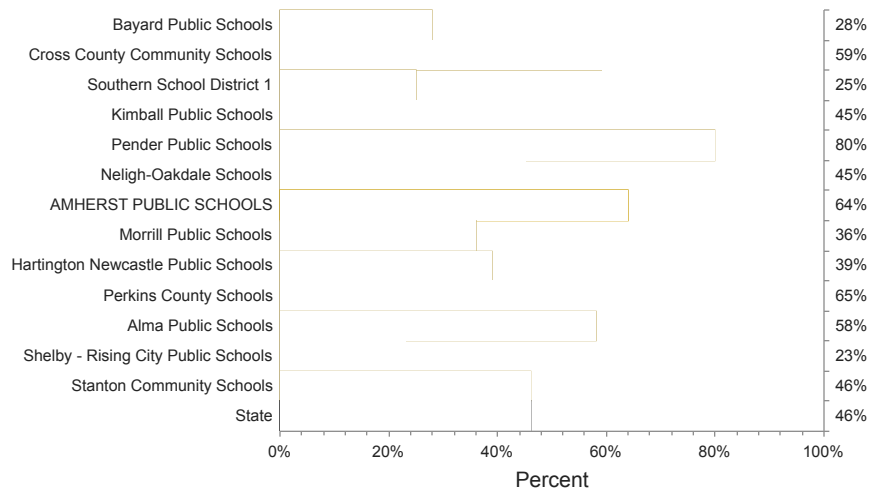
### Dropout Rate



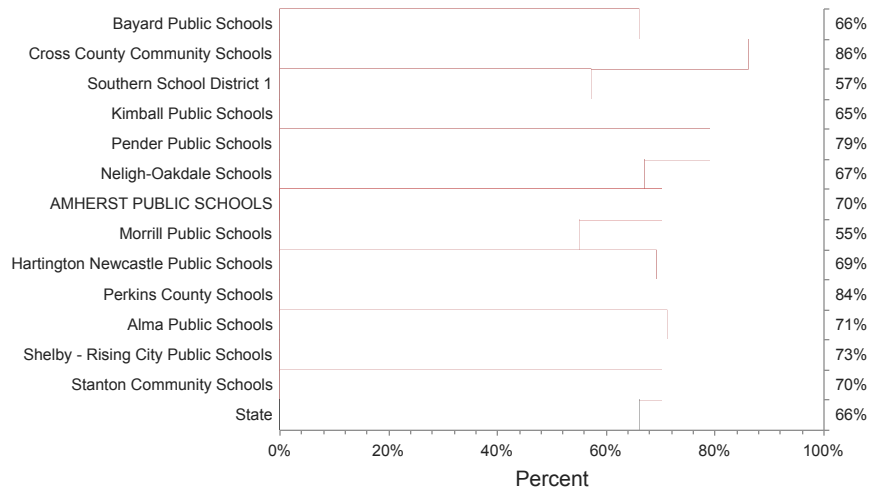
### NSCAS English Language Arts



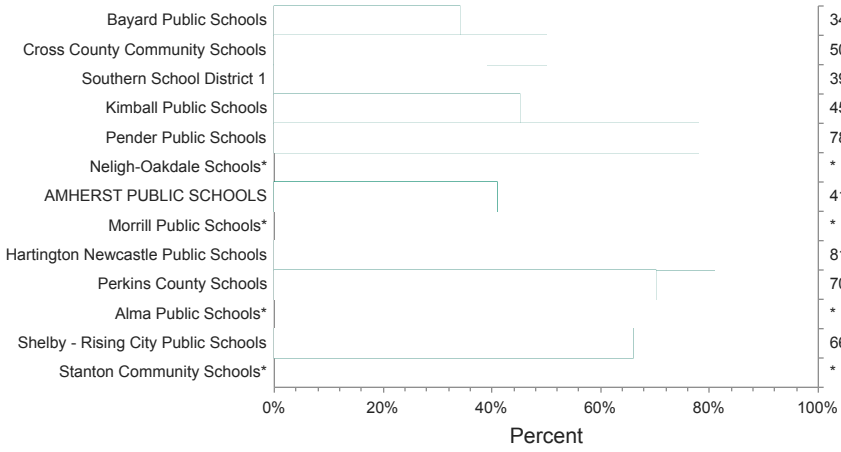
### NSCAS Mathematics



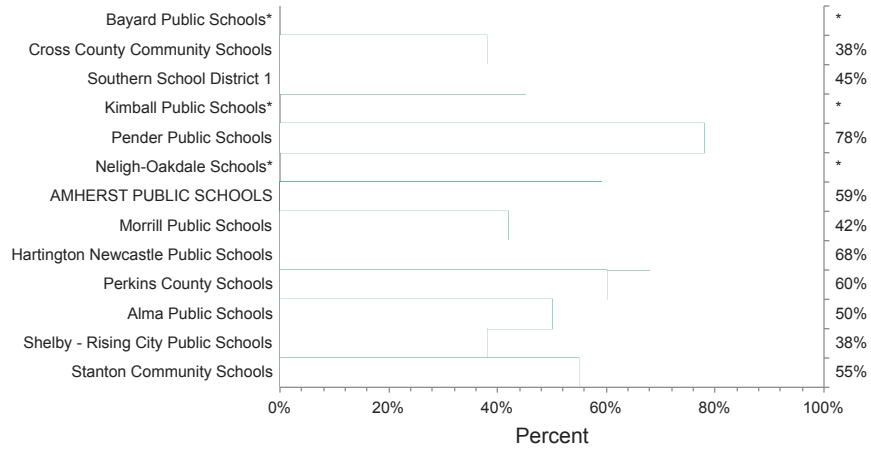
### NSCAS Science



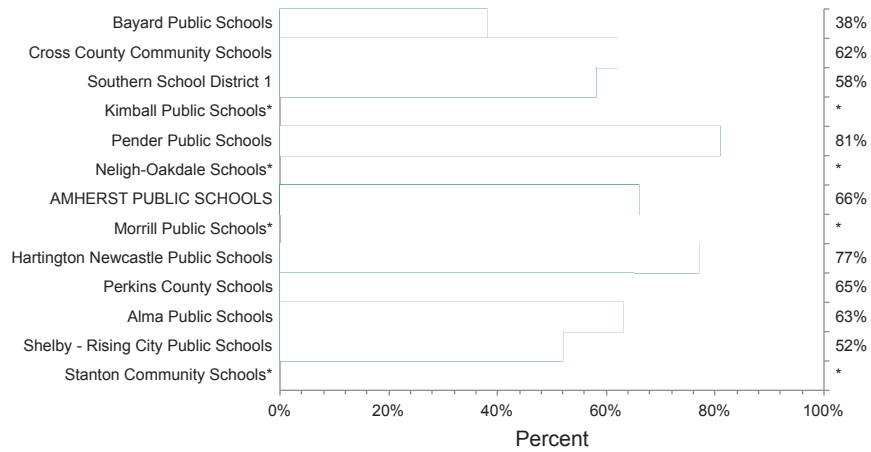
NSCAS ACT (11th Grade) - ELA



NSCAS ACT (11th Grade) - Math

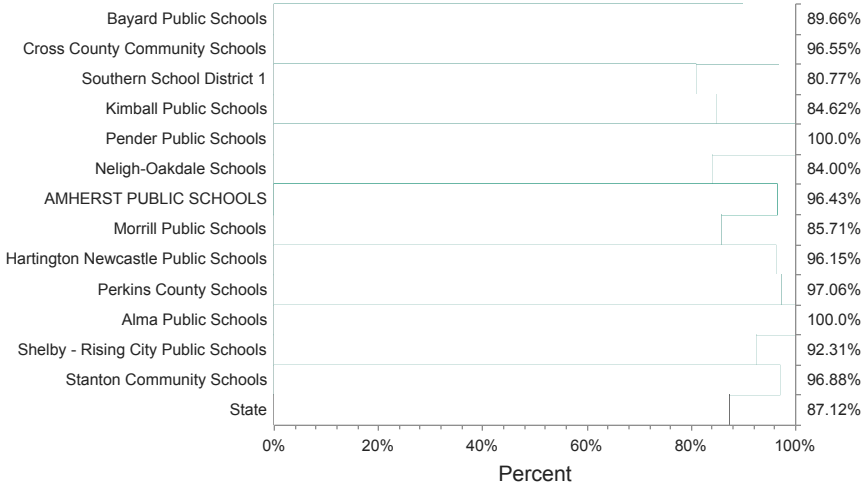


NSCAS ACT (11th Grade) - Science

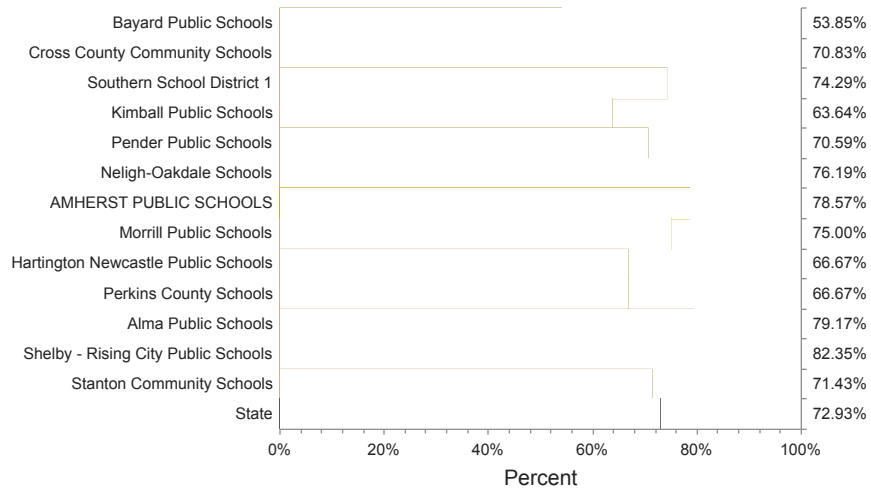


FEEDBACK

### Graduation Rate



### College-Going Rate



\*This website masks or hides data for groups with fewer than 10 students to protect confidential information about individual students as required by federal law.

[DISTRICT SNAPSHOT \(PDF\)](#)

[DATA DOWNLOADS](#)

[VIEW FULL DATA PROFILE](#)



FEEDBACK

2021-2022

Search NEP

# AMHERST ELEMENTARY SCHOOL

Elementary School Classification ⓘ

School District	Amherst Public Schools
State Board District	6
Educational Service Unit	10
Legislative District	36



- School Snapshot
- AQuESTT Classification
- About Our School
- Compare

COMPARE TO

Similar Peers

COMPARE WHAT

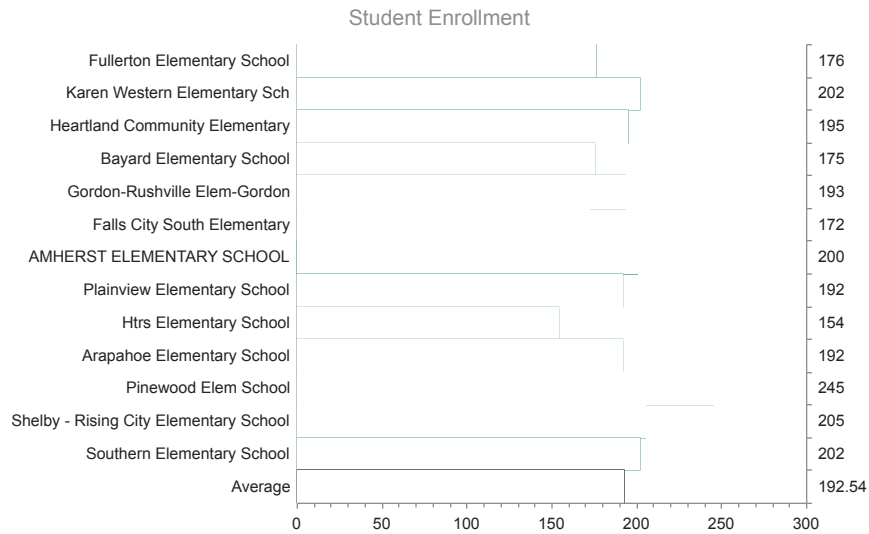
All Data Points

GO

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State Total: 327,055

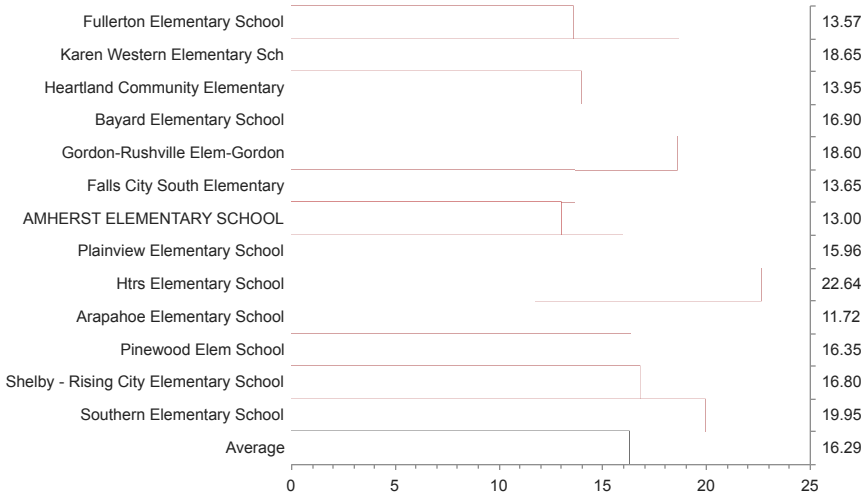
District Total: 385



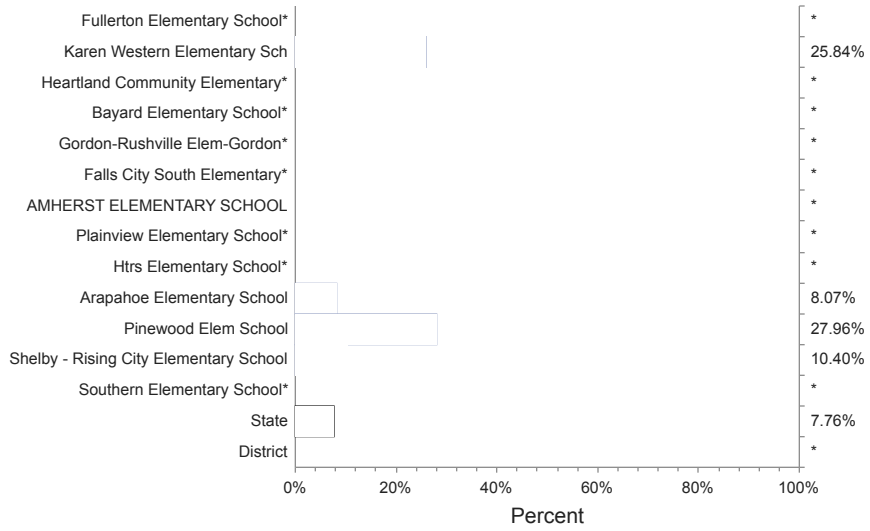
State Total: 23,962.20

District Total: 29.50

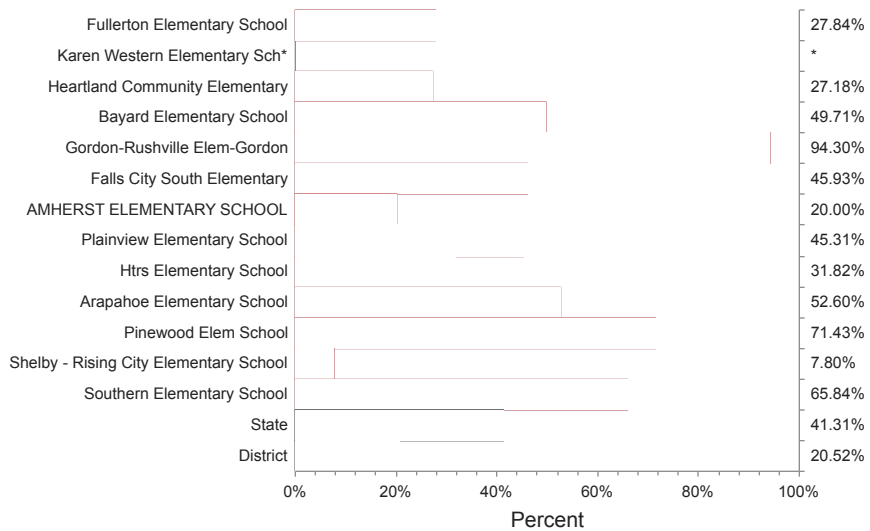
### Teachers



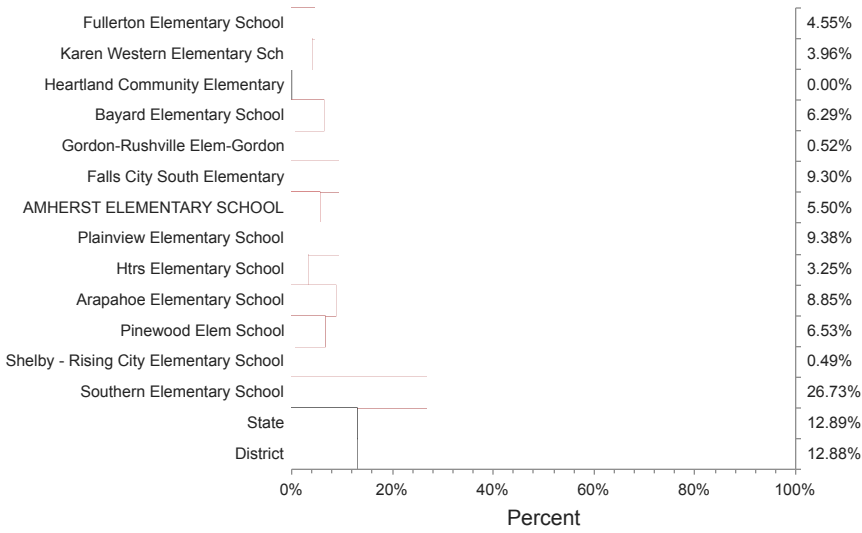
### English Learners



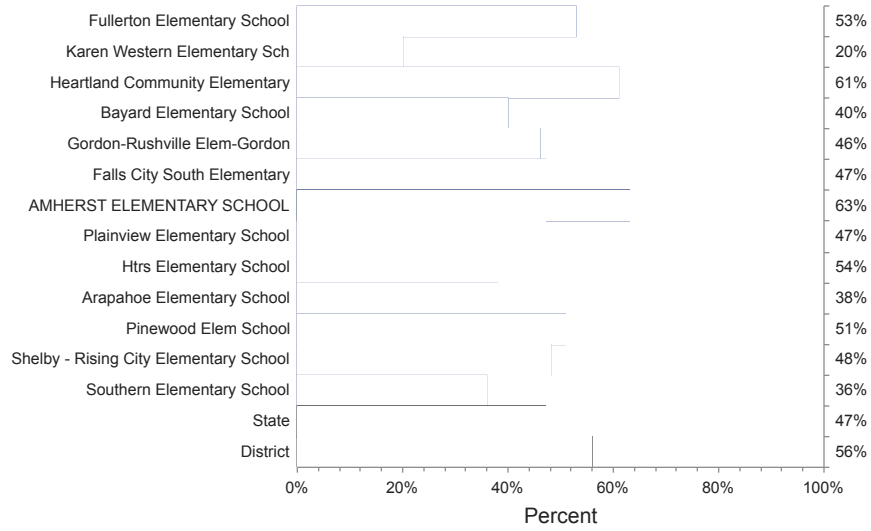
### Free/Reduced Lunch



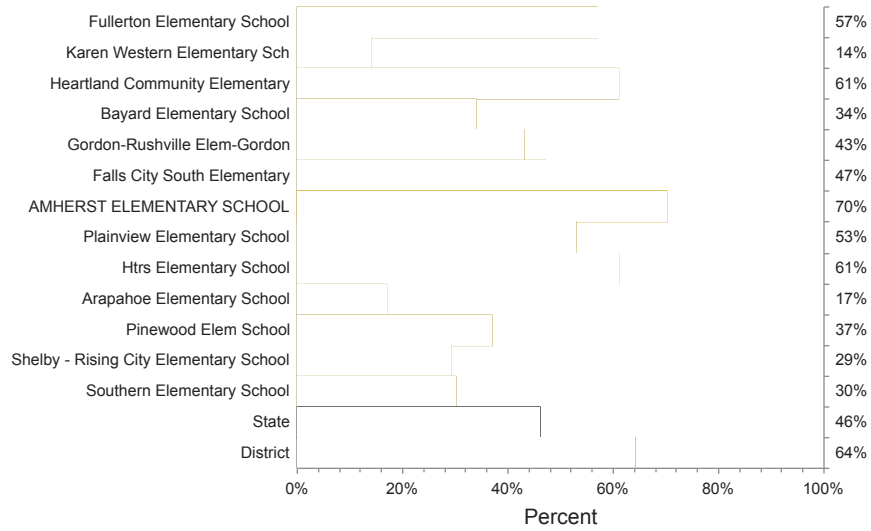
Gifted

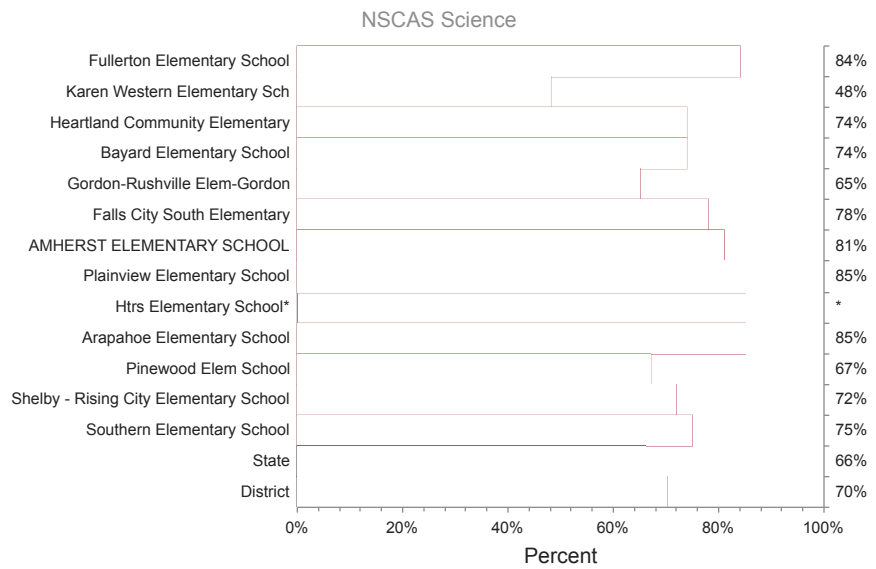


NSCAS English Language Arts



NSCAS Mathematics





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[SCHOOL SNAPSHOT \(PDF\)](#)

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FEEDBACK

2021-2022

Search NEP

# AMHERST HIGH SCHOOL

School District  
**Amherst Public Schools**  
 State Board District **6**  
 Educational Service Unit **10**  
 Legislative District **36**

Middle School Classification ⓘ



High School Classification ⓘ



School Snapshot

AQuESTT Classification

About Our School

Compare



COMPARE TO

Similar Peers

COMPARE WHAT

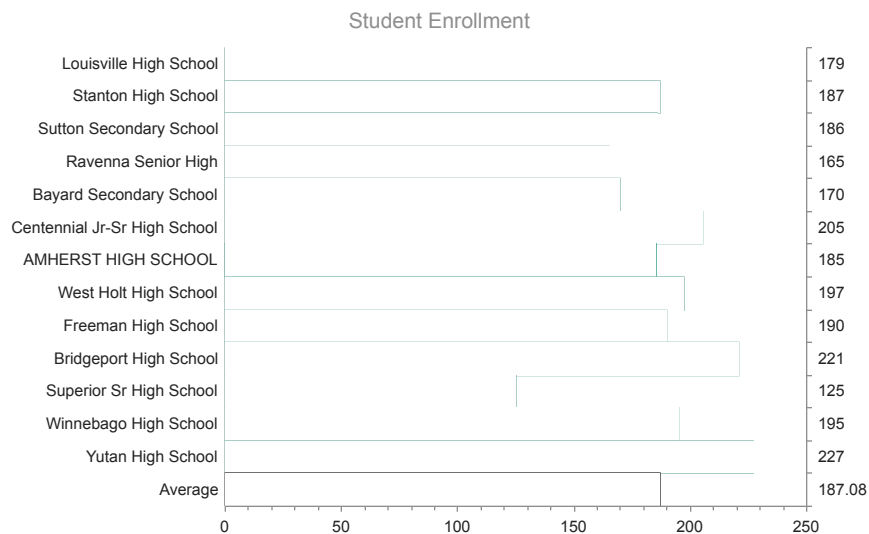
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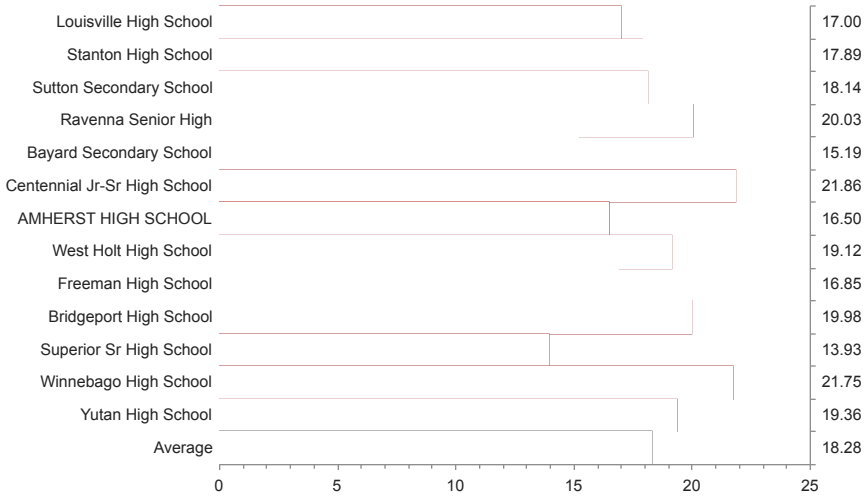
District Total: 385



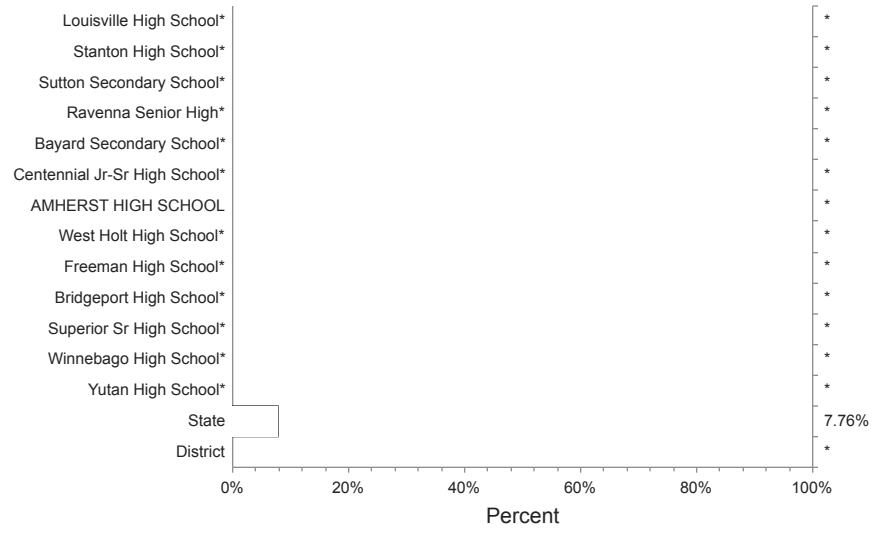
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District Total: 29.50

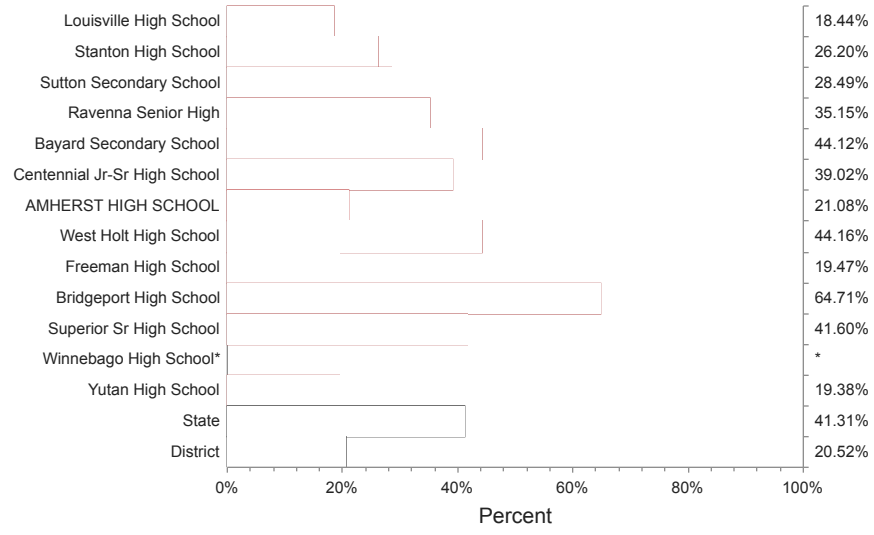
### Teachers



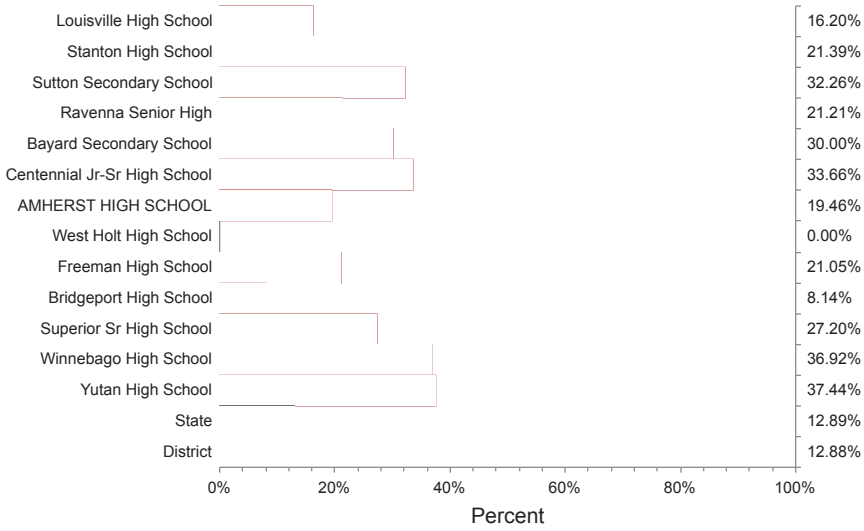
### English Learners



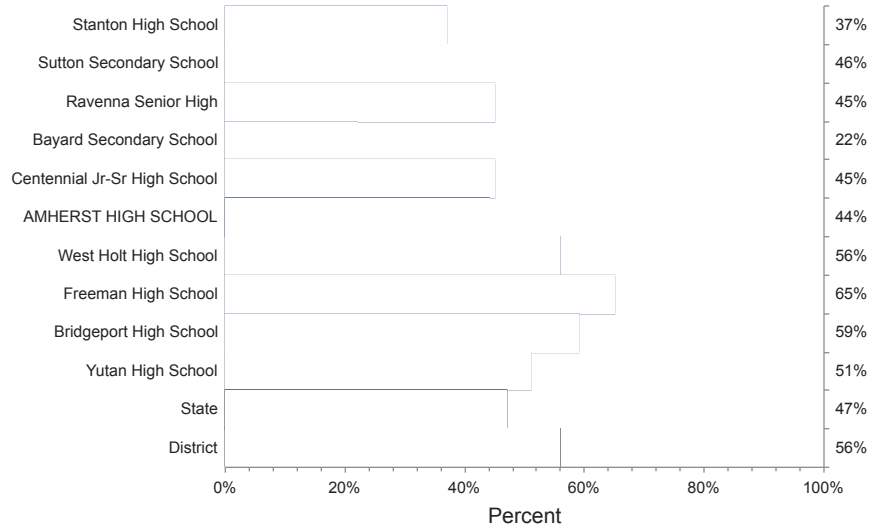
### Free/Reduced Lunch



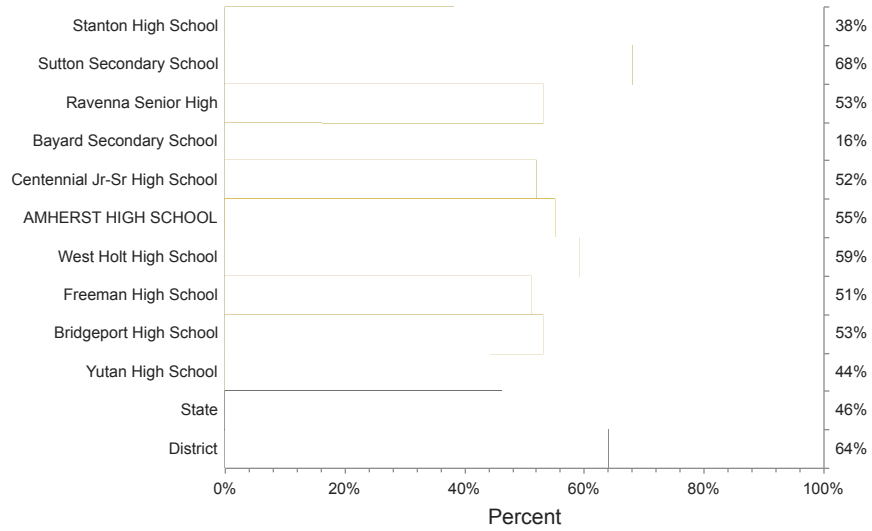
Gifted



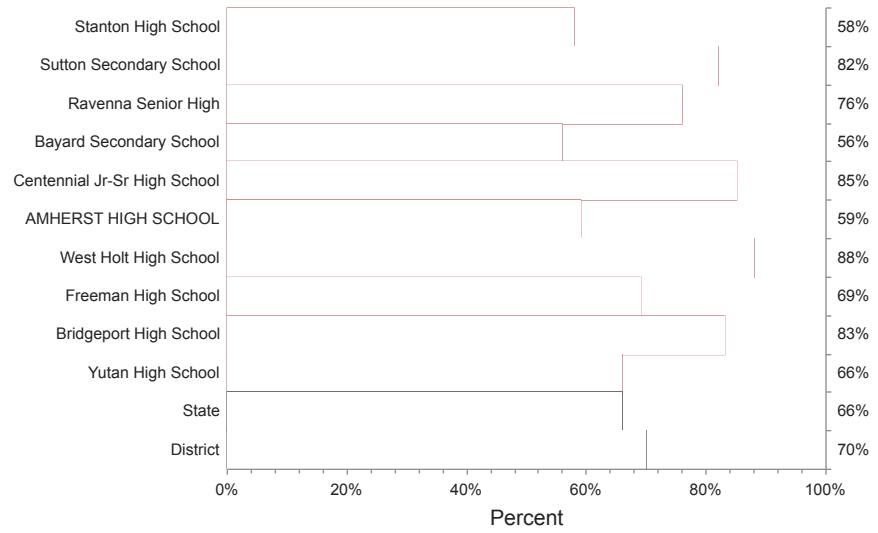
NSCAS English Language Arts



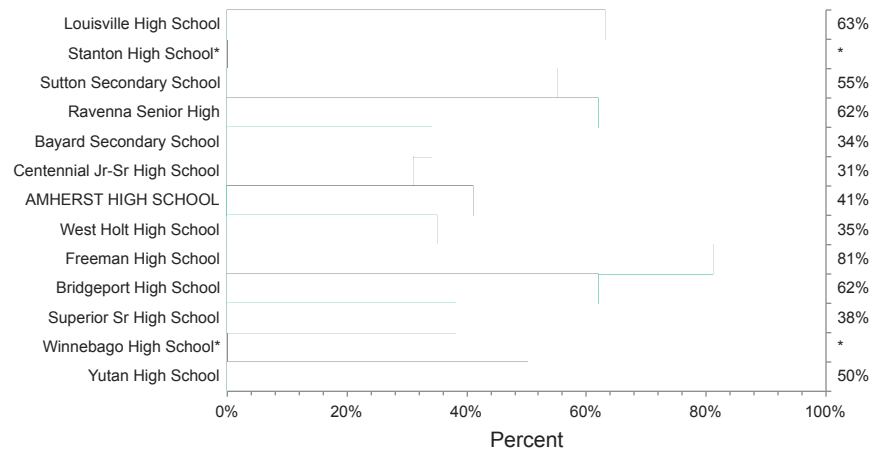
NSCAS Mathematics



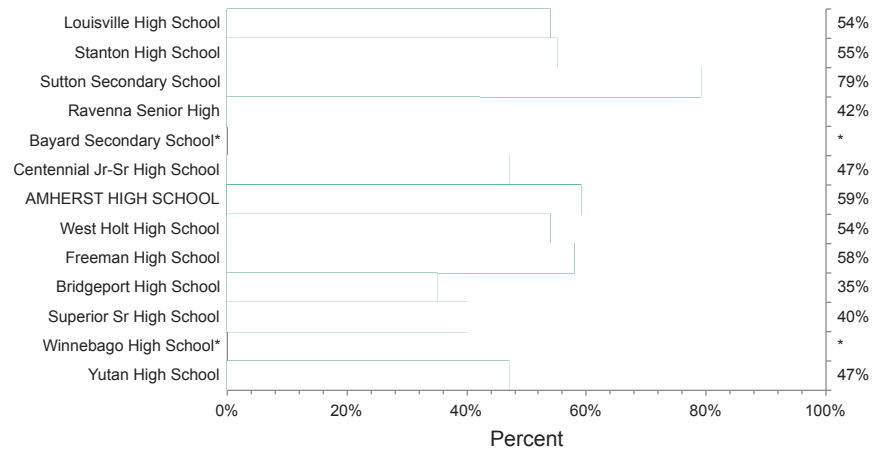
### NSCAS Science



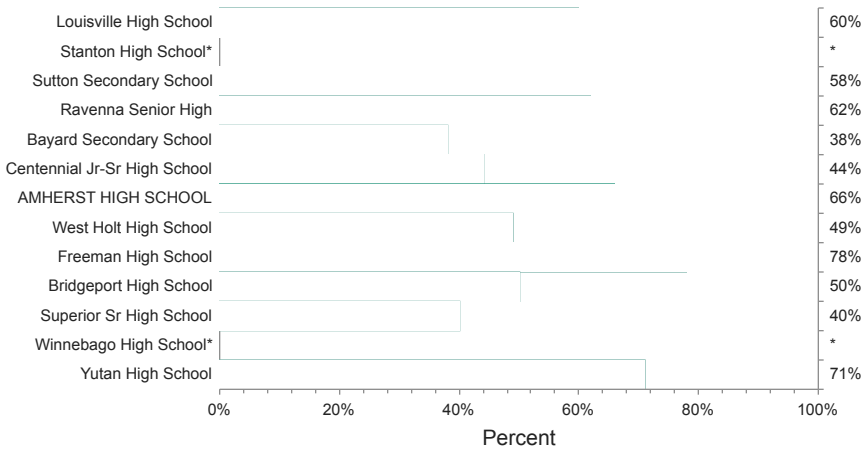
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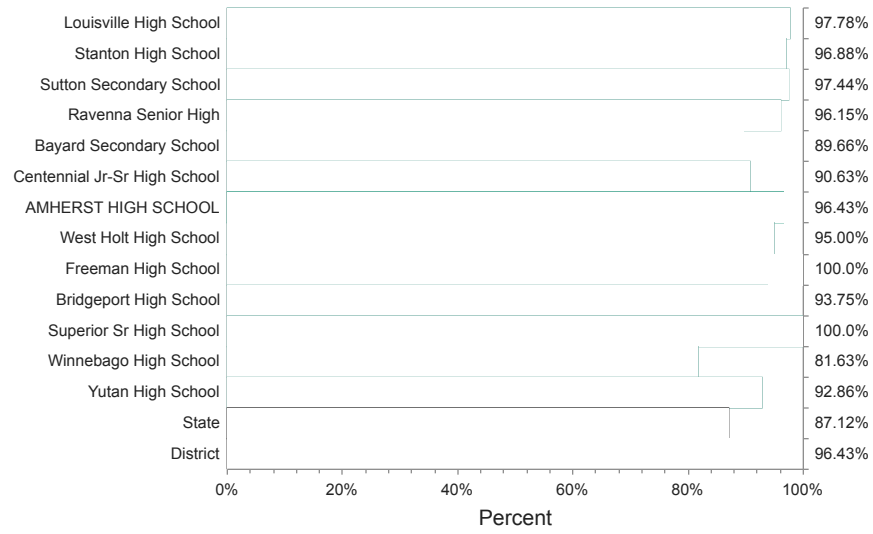
### NSCAS ACT (11th Grade) - Math



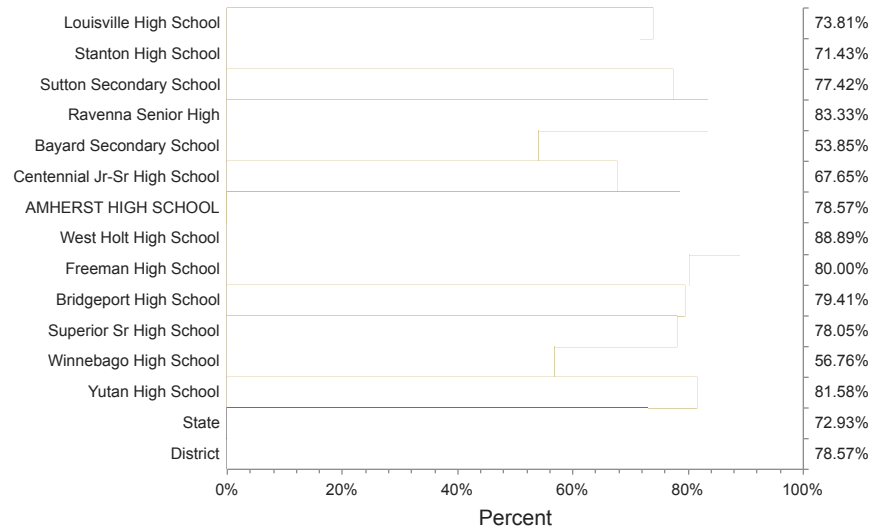
### NSCAS ACT (11th Grade) - Science



### Graduation Rate



### College-Going Rate



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law.

**SCHOOL SNAPSHOT (PDF)**

**DATA DOWNLOADS**

**VIEW FULL DATA PROFILE**

## **Policy: 312**

### **SUPERINTENDENT EVALUATION**

Each year the Board will conduct an evaluation of the Superintendent of Schools to identify strengths and weaknesses and provide feedback as appropriate.

In November, the Board President will seek input from all board members regarding the performance of the Superintendent. The superintendent's evaluation may be conducted in closed session if it is necessary to prevent needless injury to the superintendent's reputation and if he or she has not requested it be done in open session. This shall be held during the December board meeting. A written evaluation will be the basis for a contract extension with formal board action taken by a January meeting.

In the first year of a new superintendent's employment, the Board is required by state statute to evaluate the Superintendent twice during that employment year. The December review will constitute the first evaluation with a second review to follow by June.

Legal Reference: 79-824, 79-828

Policy adopted: November 2011  
Reviewed: November 2024

Amherst Public School  
Amherst, Nebraska

**Policy: 440**

**OFFICIAL DEPOSITORIES**

Heartland Bank, the Buffalo County Treasurer's office, the Nebraska Liquid Asset Fund and/or any institution approved by the Board are designated the official depositories of school funds.

KAREN A. HAASE <sup>NE, SD, IA, WY</sup>  
STEVE WILLIAMS <sup>NE, SD</sup>  
BOBBY TRUHE <sup>NE, SD</sup>  
COADY H. PRUETT <sup>NE, SD, CO</sup>  
JORDAN JOHNSON <sup>NE, SD, WY</sup>



TYLER COVERDALE <sup>SD</sup>  
SARA HENTO <sup>SD, NE</sup>  
AMANDA DABNEY <sup>NE</sup>  
SHARI RUSSELL, Paralegal

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## M E M O R A N D U M

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To: Matt Gordon, Superintendent  
FROM: KSB School Law  
DATE: October 1, 2024  
RE: KSB School Law's Policy Service

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This memorandum provides a description of our policy service and costs. We believe that the service concept allows boards and administrators to stay more current in the ever-expanding universe of policies that state and federal law require.

**Service Model.** We call our policy system a "service" on purpose. We do not sell a policy book or provide form policies, only to leave you on your own. Nor do we think it is a good system to force the board and administration into sifting through what is legally required versus what is a true policy-level decision. When you purchase our policy service, it's a commitment from KSB, as well. Once you subscribe, any questions you have about things like policy wording, unique changes you want to make, or any other policy-related questions are free of charge. If you call us 5 years from now and ask us whether you can make a change to an existing policy, any research or amending we do will be free of charge. In short, we do not want boards or administrators to hesitate to ask policy questions for fear of big legal bills.

**Writing Style.** Our policies are shorter and contain more headings and numbers than most policies. We believe that careful writing, attention to

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ATTORNEYS LICENSED IN STATES INDICATED

detail, familiarity with school practices, and a thorough knowledge of the law are essential to creating good policies. We describe our writing style as “lean and clean.” We have seen too many instances when an employee, an SDEA representative, or a plaintiffs’ attorney has turned flowery, loosely written, or overly complicated policies to a school district’s disadvantage. We strive to write policies that are short, clear, and useful. If no one can understand a policy provision, it’s useless.

**Organization.** Our policies are divided into the following six sections:

1000 Series: Mission and Belief Statements

2000 Series: The Role and Conduct of the Board of Education

3000 Series: Business Operations

4000 Series: Employees

5000 Series: Students

6000 Series: Instruction and Extracurricular Activities

There is nothing special about this organizational system. If you have traditionally used letters rather than numbers or if you have used a numbered system that you want to retain, you can simply place our policies into the structure you prefer.

**Additional Services.** We want to make sure that you have all the policies you want in the form you want. As part of the service, we will write any policies that you request and will work with you to make sure that the policies incorporate the elements that you want. We will also work with you to incorporate any special existing policies that the board wants in its policy manual. We fully understand that boards often have unique local issues they like to address through policy.

**Policy Updates.** We will provide you with policy updates during the school year, and at the end of each school year necessitated by court decisions and changes in state and federal law and regulations. We provide the policy updates as part of the service free for a two-year period. After the initial two-year period, we will continue to provide you with updated policies for a modest annual fee (currently the annual subscription fee is \$1,250). We conduct an informational webinar and are also happy to arrange a private conference or call to review any particular questions you have about any future updates as part of that same fee.

**Delivery of Policies.** Most boards tackle the policies one section at a time, but some boards do more at one time or split them out further. All of the policies, forms, indices, and cover memos for each section stay resident on our new KSB Portal, so you and the board can go at whatever pace you prefer. We include a memorandum with each set explaining the purpose of the policies and pointing out areas in which you might want to exercise some discretion or have to make a choice.

**Board Adoption of Policies.** Some boards require two readings of a policy before they may adopt it. There is no legal requirement of two readings, and we recommend against it because there are many instances when boards needed to act quickly to adopt or amend a policy.

We recommend that the board record the dates when it reviews, adopts, and revises each policy. The dates can be useful in communicating the board's commitment to following its policies when patrons try to convince administrators to deviate from policy "just this once."

Some boards prefer to update and use our sections as they go, and other boards elect to approve them all over several months but use your existing policies until you have all of ours ready to go, then "flip the switch." We're more than happy to talk through with you and the board your options for implementation and then to help form a plan which works for you.

**Administrative Regulations.** Some school districts have elaborate systems of policies, administrative regulations, guidelines, or protocols. As a general rule, we prefer that the board establish written policies and that administrative practice be less formal. We much prefer only having one place to go to find answers to policy and practice questions—the policies. The danger of a system of multiple written policies, procedures and protocols is that the policies change over time, but the written protocols don't, or administrators simply overlook one set of written documents. The only written protocols we recommend, other than board policy, are your school safety plans, public comment regulations, student handbooks, and staff handbooks.

**Handbooks.** As part of the service, we provide you with KSB's preferred handbooks which align with our policies. In addition to annual policy updates, we update the handbooks annually, as well. Current subscribers tell them this is one of the best features of the service, because it saves so much administrative time which would otherwise be spent updating handbooks each summer. You should review these handbooks carefully at the end of every school year to be sure they comply with board policy, and again, we can help with that process.

**Cost and Billing for Policy Service.** The cost of the policy service is \$9,500. It includes a full set of policies and policy updates for a two-year period. We can bill you in 12 monthly installments or in a lump sum(s) according to your preference. After the initial two-year period, we do charge an additional fee to keep your subscription current so that you can receive all the updates. This year that fee was \$1,500.

We would be delighted to work with you and the board on policies. If you have questions about the service, the policies, or any other matter, please contact one of us.

Superintendent – Matt Gordon



**AMHERST PUBLIC SCHOOLS**

“Home of the Broncos”

P.O. Box 8, Amherst, NE 68812

Telephone (308) 826-3131 Fax (308) 826-4865

Principal - Roger Thomsen

Amherst Board of Education,

Please accept this letter as formal notice of my resignation, effective June 30, 2025.

I am grateful for the support and collaboration I've experienced while serving this district. Working alongside such a dedicated board, staff, and exceptional students has been an honor.

As I move on to pursue new opportunities, I wish the Amherst district continued success and growth. Thank you for the privilege of being part of this community.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Gordon". The signature is fluid and cursive, with a long horizontal stroke at the end.

Matt Gordon

Superintendent Amherst Public Schools