

Board of Education Regular Meeting
Monday, August 8, 2022 7:00 PM
Music Room, Humboldt
810 Central Avenue
Humboldt, NE 68376-9706

1. **OPEN MEETING NOTICE - CALL MEETING TO ORDER- ROLL CALL - PLEDGE OF ALLEGIANCE***
2. **APPROVE THE AGENDA**
3. **WELCOME PATRONS AND GUESTS**
4. **PATRON COMMENT**
5. **APPROVE CONSENT AGENDA**
 - 5.1. Meeting Minutes
 - 5.2. Bills for Payment
 - 5.3. Review Treasurer's report
6. **REPORTS**
 - 6.1. Principal Othmer
 - 6.2. Assistant Principal Lottman
 - 6.3. NASB Report - Neal Kanel
7. **DISCUSSION ITEMS**
 - 7.1. Committee Meetings
8. **ACTION ITEMS**
 - 8.1. Approve board member's leave of absence
 - 8.2. Approve Activity Admission and Pass Prices
 - 8.3.
 - 8.4. Accept Annual Report 2021-2022
 - 8.5. Approve Coach-Sponsor-Participant 2022-2023 Handbook
 - 8.6. Approve Updated Calendar
 - 8.7. Approve the Transfer of \$60,937.17 to Activity Fund for the "Activities Miscellaneous account."
Approve the Transfer of \$19,062.83 to Activity Fund for the other negative accounts not including the "Foundation Scholarship Fund."

Transfers total \$80,000
 - 8.8. Approve Board Policy Updates
 - 8.9. Approve Superintendent's Authority to Pay Bills due by the end of the fiscal year.
9. **SUPERINTENDENT GRIFFITH REPORT**
10. **BOARD MEMBER CONCERNS**
11. **ADJOURN**

Board of Education Regular Meeting

Monday, July 11, 2022 7:00 PM

Technology Room #112

Attendance Taken at 7:00 PM. Kyle Hilgenfeld: Present, Mike Kanel: Present, Neal Kanel: Present, Scott Ogle: Present, Leah Reyes: Present, Tim Schardt: Present.

1. OPEN MEETING NOTICE - CALL MEETING TO ORDER- ROLL CALL -PLEDGE OF ALLEGIANCE*

2. APPROVE THE AGENDA

Motion to approve agenda passed with a motion by Scott Ogle and a second by Tim Schardt. Yea: 6, Nay: 0

3. WELCOME PATRONS AND GUESTS

4. PATRON COMMENT –none.

5. APPROVE CONSENT AGENDA

Passed with a motion by Kyle Hilgenfeld and a second by Scott Ogle. Yea: 6, Nay: 0

5.1. Meeting Minutes

5.2. Bills for Payment

5.3. Review Treasurer's report

6. REPORTS

6.1. Principal Othmer

Verbally listed many topics she has worked on recently.

6.2. NASB Report - Neal Kanel

7. DISCUSSION ITEMS

7.1. Committee Meetings

7.1.1. HRC roof Report discussed in Building and Grounds

The committee met before the regular meeting to discuss the roof.

7.2. Personnel

Dr. Griffith discussed open employment positions: CNA Para, and Evening Custodian.

8. ACTION ITEMS

8.1. Approve board member's leave of absence

8.2. Second Vote on Proposed Policy Changes

Approve as presented by policy committee passed with a motion by Scott Ogle and a second by Mike Kanel.

Yea: 6, Nay: 0

8.3. Student Fees Policy 5045.

The only change is an increase of \$0.05 for each meal over what was approved in 2019-2020.

Approve the increase of 5 cents for meals passed with a motion by Scott Ogle and a second by Mike Kanel.

Yea: 6, Nay: 0

8.4. Admission prices

(The MUDECAS conference increased the price for admission from \$5.00/Adult and \$4.00/Child to \$6.00/Adult and \$4.00/Child. Do we want to match the league prices?)

Table until can check into annual passes passed with a motion by Scott Ogle and a second by Tim Schardt.

Yea: 6, Nay: 0

8.5. Approve the 4-H Extension Assistant position (Jami Ankrom) Contract for the 2022-23 school year.

The university is projecting a slight increase to compensate for cost-of-living adjustments.

Salary and benefits for the 2022-2023 school year for Jami's position for HTRS for the upcoming school year would total (15%) approximately \$10,386.

Approve cost percentage of 15% (funding passed with a motion by Mike Kanel and a second by Scott Ogle.

Yea: 6, Nay: 0

8.6. Approve Coach/Sponsors for 2022-2023

Approve current staff listed passed with a motion by Mike Kanel and a second by Kyle Hilgenfeld. Yea: 6, Nay: 0

8.7. Approve Certified and Classified Staff Handbooks

Approve as presented with changes passed with a motion by Scott Ogle and a second by Mike Kanel. Yea: 6, Nay: 0

8.8. Extended Learning Grant Summer and After-school Program approval.

We are limited in the funds we use for the summer and after-school grant and I had to provide a plan and budget justification. I would like to get program approval.

Approve three years of summer school and two years of after-school programs through ESSERS III grant funds including staffing, snacks, and possible transportation for Preschool through 8th graders. passed with a motion by Scott Ogle and a second by Leah Reyes. Yea: 6, Nay: 0

8.9. Approve School Resource Officer Memorandum of Understanding with the Richardson County Sheriff's Office monthly cost of \$5,451.01 for 174 school days including evening events as needed passed with a motion by Tim Schaardt and a second by Mike Kanel. Yea: 6, Nay: 0

8.10. Accept resignation of Sandy Boring

Passed with a motion by Scott Ogle and a second by Mike Kanel. Yea: 6, Nay: 0

8.11. Expense Allowance: Meals/Mileage

Current per diem rates are \$8 for breakfast, \$12 for lunch and \$15 for dinner. I recommend the updated information be added to handbooks.

Officially adopt per-diem rates passed with a motion by Leah Reyes and a second by Mike Kanel. Yea: 6, Nay: 0

9. SUPERINTENDENT GRIFFITH REPORT

National Education Foundation grant funds through NRCSA for licenses for career tech education.

10. BOARD MEMBER CONCERNS

11. ADJOURN

Neal Kanel declared the meeting adjourned at 7:33 pm.

Respectfully submitted,

Kellie Workman

Account Number	Detail Description	Amount
01 2710 340 000	SUBURBAN-NO A/C	369.65
Total ARMBRUSTER MOTOR CO		369.65
01 2310 540 000	advertising	150.00
Total AUBURN NEWSPAPERS		150.00
01 2620 610 000	gary/dan paint,hose,batteries	803.15
Total Blecha's General Store		803.15
01 2710 610 000	custodial/parts	425.56
Total BOOMGARN, RENEE		425.56
01 2710 626 000	fuel	40.00
Total BRUX GROUP, LLC, THE		40.00
01 1100 440 000	copies	402.40
Total CAPITAL BUSINESS SYSTEMS, INC		402.40
01 2620 610 000	MAINT Supplies	907.65
01 2630 340 000	loveland grass	142.95
01 2710 890 000	carwash	24.00
01 3541 610 003	Sixpence Fam Inv	3,864.76
01 1200 610 002	SPED Eppens, ears/rack PO7257	78.95
01 2410 330 000	LO meals/conf/hotel	984.83
01 2320 330 000	gg conf	155.75
01 1200 330 000	SPED meals at conf	41.55
01 2230 650 000	Tech PO7304	713.00
01 3541 610 003	Sixpence FamInv books/wagon/promo/ecard	3,049.95
01 6989 610 000	Summer STEAM ESSERS III	121.71
01 1200 111 001	SPED everyday speech SEL	199.99
01 2710 626 000	GAS & DIESEL	164.04
01 2410 610 001	LS-AMAZon	60.11
Total CARDMEMBER SERVICE		10,509.24
01 1100 610 001	7285 dreier business	444.68
Total CENGAGE LEARNING		444.68
01 3541 610 003	Sixpence fam inv	38.39
01 6989 610 000	SummerSTEAM ESSERSIII	35.05
01 3541 610 003	Sixpence-Fam Inv	34.47
Total CLEANING COUSINS, LLC		107.91
01 1100 610 003	7278 elem report card env	140.05
Total COOL SCHOOL STUDIOS		140.05
01 2310 540 000	advertising	60.00
Total COURIER TRIBUNE, THE		60.00
01 2620 431 000	2 solid wood doors	3,520.00
Total DARNELL GLASS CO		3,520.00
01 2230 650 000	tech / OCIO	259.49
Total DAS STATE ACCOUNTING - CENTRAL FINANACE		259.49
01 2620 610 000	laser signs	58.80
Total DECKER INC		58.80
01 2620 350 000	SCHOOL DOOR CLOSURE	957.84
01 2620 350 000	ROOF TOP UNIT REPAIR	650.44
Total Don Plager		1,608.28
01 2620 350 000	SC repair fan wheel-new gym lkr rm	207.83
01 2620 350 000	SC-replace gasket on toilet	182.27
01 2620 350 000	SC-check blown over unit	80.00
01 2620 350 000	SC-reset code on walk in freezer	80.00
01 2620 350 000	SC-replace shut off on toilet	120.80
01 2620 350 000	labor-remove toilets for floor remodel	620.00
01 2620 350 000	Sc-replace pressure regultr on drinkFntn	102.50

Account Number	Detail Description	Amount
Total DSTK PHILLIPS, INC		1,393.40
01 2410 330 000	lottman	209.00
01 2320 330 000	gg	189.00
Total EDUCATIONAL SERVICE UNIT 9		398.00
01 2230 643 000	apple school mgr	75.00
01 2213 330 000	mental health day-rogers	30.00
01 2141 591 000	direct psych services	289.33
01 2213 330 000	chamberlin- new tchr acad	60.00
01 2213 330 000	LO/KL educlimber	60.00
Total ESU #4		514.33
01 2230 643 000	tech hosting services	52.50
Total ESU #6		52.50
01 1100 643 000	social emotional curriculum	399.99
Total EVERYDAY SPEECH LLC		399.99
01 2620 420 000	trash-utilities	466.70
Total FALLS CITY SANITATION		466.70
01 2330 317 000	semi-annual contract	400.00
Total FANKHAUSER, NELSEN, WERTS & ZISKEY, PC		400.00
01 2620 610 000	dan-supplies	60.93
01 2630 340 000	spreader & fertilizer	645.93
Total FARM & CITY SUPPLY		706.86
01 2620 610 000	40 flip tog-ramer	67.00
Total FASTENAL		67.00
01 1100 382 001	distance learning	744.76
Total FIBER PLATFORM, LLC		744.76
01 2220 640 000	7311 library books	149.00
Total FOLLETT SCHOOL SOLUTIONS		149.00
01 2510 531 000	bolt	243.03
Total GENERAL OFFICE CHECKING ACCT.		243.03
01 1100 643 000	habitudes licenses	2,752.40
Total GROWING LEADERS, INC		2,752.40
01 1200 330 000	Blecha-SPED conf	299.90
Total HOLIDAY INN OF KEARNEY		299.90
01 2620 610 000	mopheads	7.09
01 2620 610 000	7-18 mopheads	21.27
Total HOME DEPOT PRO, THE		28.36
01 1100 640 002	7317 8th GR literature	248.53
Total HOUGHTON MIFFLIN CO		248.53
01 102	12 month unused PTO payout for 21.22	12,374.09
01 102	payroll expenses	421,234.81
Total HTRS PAYROLL ACCT		433,608.90
01 2710 340 000	transit alignment	109.95
Total HULLMAN'S FORD-LINCOLN		109.95
01 2310 540 000	advertising	157.50
Total HUMBOLDT STANDARD		157.50
01 1100 643 000	fastbridge 2022-23 po 7275	1,075.00
Total ILLUMINATE EDUCATION		1,075.00
01 3541 330 003	Sixpence-KIPS eLearning subs.	169.00
Total INTERACTIVE PARENTING TECHNOLOGY, LLC		169.00
01 1100 610 001	7307 music	50.99
Total J W PEPPER & SON INC		50.99
01 2230 643 000	adobe licenses	500.00
Total JOURNEYED.COM, INC		500.00

Account Number	Detail Description	Amount
01 2330 317 000	legal services	208.00
Total KSB School Law		208.00
01 2620 350 000	water soft contract	459.74
Total KURITA AMERICA INC		459.74
01 2620 610 000	chain	17.29
Total LEWIS IMPLEMENT COMPANY		17.29
01 2320 330 000	1.30.22 billed to Arapahoe	106.00
Total LINCOLN MARRIOTT CORNHUSKER		106.00
01 6408 340 003	0-2 YO	118.50
01 6408 340 003	3-5 YO	158.00
01 2161 340 000	SA	655.13
Total MALCOLM, MARY		931.63
01 2620 431 000	refinish classroom floors	700.00
Total MICEK, KARL		700.00
01 2620 610 000	gym finishing product	3,809.60
Total MID-AMERICAN RESEARCH		3,809.60
01 2310 520 000	property/liab/boiler/E&O	66,726.00
01 2590 271 000	WC-instructors	19,664.00
01 2590 270 000	WC-classified	20,830.00
Total NASB ALICAP		107,220.00
01 6408 340 003	0-2 YO	67.00
01 6408 340 003	3-5 YO	201.00
01 2171 340 000	SA	715.75
Total NATIONAL THERAPEUTIC ASSOCIATES, INC		983.75
01 2320 330 000	GG admin days	286.00
Total NCSA - NEBRASKA COUNCIL OF SCHOOL ADMIN		286.00
01 2610 621 000	43462	40.28
01 2610 621 000	69158	51.86
01 2610 621 000	43465	40.70
01 2610 621 000	43471	8,647.42
01 2610 621 000	8003	136.99
Total NPPD		8,917.25
01 1100 643 000	MAPS annual dues	375.00
Total NWEA		375.00
01 2620 610 000	custodial/parts	45.67
Total PAWNEE TRUE VALUE		45.67
01 2230 643 000	repairs	67.50
Total PRIME SECURED		67.50
01 2310 540 000	advertising	104.00
Total SABETHA HERALD, THE		104.00
01 2620 350 000	pest control-spraying	72.00
Total SCHENDEL PEST CONTROL		72.00
01 2230 650 000	ANNUAL ELEM ORDER	2,212.51
Total SCHOLASTIC INC		2,212.51
01 1100 610 001	HS planners	886.15
01 1100 610 002	ms planners	416.20
Total SCHOOL MATE		1,302.35
01 2213 330 000	mileage to ames	305.00
Total Sikora, Nic		305.00
01 2620 350 000	window blinds	3,225.00
Total STAACK FURNITURE & CARPETING		3,225.00
01 2710 626 000	fuel	604.60
01 2712 626 000	sped fuel	75.00

Account Number	Detail Description	Amount
01 1300 580 001	dr ed fuel	113.00
Total STATION SERVICE CENTER INC., THE		<u>792.60</u>
01 2310 540 000	advertising	180.00
Total STERUP ENTERPRISES, LLC		<u>180.00</u>
01 1100 610 003	gold NEbraska bundle	307.50
Total TEACHING STRATEGIES LLC		<u>307.50</u>
01 2320 650 000	monthly contract or service	242.00
01 2320 650 000	annual hardware suppport	1,607.00
Total TIME MANAGEMENT SYSTEMS		<u>1,849.00</u>
01 2620 350 000	elevator maintenance	483.77
01 2620 350 000	elevator maintenance	483.77
Total TK ELEVATOR CORPORATION		<u>967.54</u>
01 2710 340 000	2014 freighliner-replace rusted doors	3,240.58
Total TRUCK CENTER COMPANIES		<u>3,240.58</u>
01 2510 530 000	long distance	131.89
Total VERIZON BUSINESS		<u>131.89</u>
01 2510 530 000	7215	761.38
01 2510 530 000	9335	111.52
Total WINDSTREAM NEBRASKA		<u>872.90</u>
01 2510 330 000	mileage	206.25
Total Workman, Kellie		<u>206.25</u>
01 2620 340 000	one time visual inspect of roofs&report	4,315.00
Total ZW ACQUISITION COMPANY, INC		<u>4,315.00</u>
Checking Account ID 1		<u>607,646.86</u>

08/15/2022 02:02 PM

Unposted; Batch Description 8.15.22 EOFY General Fund A/P

User ID: KAW

Account Number	Detail Description	Amount
01 1100 640 001	ELA books	84.71
Total Bates, Jennifer		84.71
01 2610 621 000	fuel-utilities	2,440.04
Total BLACK HILLS ENERGY		2,440.04
01 1100 440 000	copier lease	1,574.33
Total CANON FINANCIAL SERVICES		1,574.33
01 2620 610 000	insulated low E unit	362.00
Total DARNELL GLASS CO		362.00
01 1100 643 000	7316 Waggle ELA student/tchr lic	1,400.00
Total HOUGHTON MIFFLIN CO		1,400.00
01 8000 913 000	EOFY transfer to ActAcct	80,000.00
Total HTRS ACTIVITY FUND		80,000.00
01 2310 540 000	advertising	180.00
01 2310 540 000	advertising	103.28
Total HUMBOLDT STANDARD		283.28
01 2620 610 000	lav dry deo	450.00
Total MID-AMERICAN RESEARCH		450.00
01 6408 340 003	0-2 YO	83.75
01 6408 340 003	3-5 YO	301.50
01 2171 340 000	SA	555.75
Total NATIONAL THERAPEUTIC ASSOCIATES, INC		941.00
01 2570 330 000	2022-23 transp inservice	250.00
Total NEBRASKA SAFETY CENTER @ UNK		250.00
01 2610 621 000	elec-utilities	31.58
01 2610 621 000	118003	139.81
01 2610 621 000	69158	46.89
01 2610 621 000	43462	35.39
Total NPPD		253.67
01 2410 330 000	mileage-grant conf	114.25
Total Othmer, Lisa		114.25
01 1100 610 002	7315 adapter kit	56.05
Total PADCASTER, LLC, THE		56.05
01 1100 333 000	mileage to vb	90.00
Total Rogers, Brittany		90.00
01 2620 350 000	pest control-spraying	72.00
Total SCHENDEL PEST CONTROL		72.00
01 2320 890 000	staff inservice fall 2022	765.00
Total SCOTTY'S GROCERY & SANDWICH, INC.		765.00
01 2710 626 000	fuel	1,127.20
01 2712 626 000	sped fuel	46.00
Total STATION SERVICE CENTER INC., THE		1,173.20
01 1200 733 003	7310 SPED deluxe lifter	2,830.50
Total UNITED SEATING AND MOBILITY, LLC		2,830.50
01 2510 530 000	long distance	125.80
Total VERIZON BUSINESS		125.80
Checking Account ID 1		93,265.83

**Expenditure Report by Function/Object -
Detail_KW**

08/05/2022 11:49 AM

Regular; Processing Month 08/2022; Fund Number 01

User ID: KAW

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01	GENERAL FUND				
1100	REGULAR INSTRUCTIONAL PROGRAMS				
01 1100 111 000	Extra Duty Salary	158,000.00	3,809.68	95.21	7,575.76
01 1100 111 001	HS Teacher Salaries	725,000.00	64,622.13	111.35	(82,252.92)
01 1100 111 002	MS Teacher Salaries	239,000.00	17,026.48	83.35	39,801.82
01 1100 111 003	EL Teacher Salaries	374,250.00	34,567.65	121.99	(82,289.64)
01 1100 112 002	MS AIDE/PARA	70,000.00	0.00	0.00	70,000.00
01 1100 112 003	EL AIDE/PARA	15,000.00	0.00	145.45	(6,817.07)
01 1100 113 001	HS SUB TCHR	13,000.00	0.00	268.42	(21,895.00)
01 1100 113 002	MS SUB TCHR	2,000.00	0.00	0.00	2,000.00
01 1100 113 003	EL SUB TCHR	22,000.00	0.00	108.72	(1,917.64)
01 1100 153 000	TEACH SUB/CLASS COVERAGE	3,500.00	0.00	96.50	122.50
01 1100 153 001	EXTRA DUTY / STIPENDS	4,500.00	0.00	154.17	(2,437.50)
01 1100 153 002	CERT Unused Leave Payouts	7,000.00	(4,652.00)	111.70	(819.00)
01 1100 211 000	D GROUP INSURANCE TCHR/PROF	28,000.00	301.41	94.42	1,562.43
01 1100 211 001	HS GROUP INSURANCE TCHR/PROF	243,500.00	21,030.11	99.74	623.03
01 1100 211 002	MS GROUP INSURANCE TCHR/PROF	69,800.00	5,542.49	90.27	6,793.24
01 1100 211 003	EL GROUP INSURANCE TCHR/PROF	147,800.00	13,581.27	107.86	(11,619.54)
01 1100 212 003	EL GROUP INSURANCE AIDE/PARA	0.00	0.00	0.00	(468.67)
01 1100 213 001	CERTIFIED CLASS COVG-BCBS	0.00	0.00	0.00	0.00
01 1100 213 003	CERTIFIED CLASS COVG-BCBS	0.00	0.00	0.00	0.00
01 1100 221 000	D SOCIAL SECURITY TCHR/PROF	0.00	290.39	0.00	(11,399.38)
01 1100 221 001	HS SOCIAL SECURITY TCHR/PROF	44,500.00	4,876.40	136.99	(16,461.92)
01 1100 221 002	MS SOCIAL SECURITY TCHR/PROF	15,000.00	1,268.35	98.99	151.93
01 1100 221 003	EL SOCIAL SECURITY TCHR/PROF	23,800.00	2,622.96	144.80	(10,661.68)
01 1100 222 001	HS SOCIAL SECURITY AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 222 002	MS SOCIAL SECURITY AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 222 003	EL SOCIAL SECURITY AIDE/PARA	0.00	0.00	0.00	(1,673.11)
01 1100 223 000	SOCIAL SECURITY Tchr Sub Pay	0.00	0.00	0.00	(258.24)
01 1100 223 001	HS SOCIAL SECURITY SUB TCHR	0.00	0.00	0.00	(3,199.94)
01 1100 223 002	MS SOCIAL SECURITY SUB TCHR	0.00	(355.95)	0.00	(597.84)
01 1100 223 003	EL SOCIAL SECURITY SUB TCHR	0.00	0.00	0.00	(1,831.51)
01 1100 231 000	D RETIREMENT TCHR/PROF	0.00	376.30	0.00	(13,321.88)
01 1100 231 001	HS RETIREMENT TCHR/PROF	71,000.00	6,383.23	107.81	(5,541.87)
01 1100 231 002	MS RETIREMENT TCHR/PROF	24,000.00	1,681.85	81.98	4,323.67
01 1100 231 003	EL RETIREMENT TCHR/PROF	34,500.00	3,414.51	126.17	(9,028.62)
01 1100 232 001	HS RETIREMENT AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 232 002	MS RETIREMENT AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 232 003	EL RETIREMENT AIDE/PARA	0.00	0.00	0.00	(2,007.00)
01 1100 233 000	RETIREMENT Tchr Class Covg	0.00	0.00	0.00	(333.69)
01 1100 233 001	HS RETIREMENT SUB TCHR	0.00	0.00	0.00	(685.30)
01 1100 233 002	MS RETIREMENT SUB TCHR	0.00	0.00	0.00	0.00
01 1100 233 003	EL RETIREMENT SUB TCHR	0.00	0.00	0.00	(544.06)
01 1100 237 000	D RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 1100 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1100 237 002	MSIncreased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1100 237 003	ELIncreased Retirement Contribution Rate	0.00	0.00	0.00	0.00

**Expenditure Report by Function/Object -
Detail_KW**

08/05/2022 11:49 AM

Regular; Processing Month 08/2022; Fund Number 01

User ID: KAW

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 1100 260 000	D UNEMPLOYMENT PMTS	0.00	0.00	0.00	(348.25)
01 1100 281 000	D LTD/STD TCHR/PROF	0.00	3.37	0.00	(272.55)
01 1100 281 001	HS LTD/STD TCHR/PROF	1,300.00	452.64	411.88	(4,054.44)
01 1100 281 002	MS LTD/STD TCHR/PROF	500.00	108.99	253.39	(766.96)
01 1100 281 003	EL LTD/STD TCHR/PROF	800.00	245.11	376.31	(2,210.46)
01 1100 282 001	HS LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 282 002	MS LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 282 003	EL LTD/STD AIDE/PARA	0.00	0.00	0.00	(94.42)
01 1100 283 001	LTD/STD SUB TCHR	0.00	0.00	0.00	0.00
01 1100 283 003	LTD/STD SUB TCHR	0.00	0.00	0.00	(22.99)
01 1100 320 000	PROF EDUC SERVICES	0.00	0.00	0.00	(6,915.92)
01 1100 333 000	MILEAGE PAID TO CERTIFIED	0.00	0.00	0.00	(1,493.78)
01 1100 382 001	Tuition - Distance Learning	0.00	744.76	0.00	(5,741.68)
01 1100 382 002	Tuition - Distance Learning	0.00	0.00	0.00	0.00
01 1100 440 000	DISTRICT RENTALS/LEASES	20,000.00	402.40	187.66	(17,531.40)
01 1100 580 000	INSTRUCTIONAL TRAVEL EXPENSES	1,000.00	0.00	0.00	1,000.00
01 1100 610 001	HS Teaching Supplies	25,000.00	1,381.82	114.06	(3,514.56)
01 1100 610 002	MS Teaching Supplies	10,000.00	416.20	67.96	3,204.30
01 1100 610 003	EL Teaching Supplies	15,000.00	447.55	51.43	7,285.92
01 1100 640 001	HS Textbooks	25,000.00	0.00	36.01	15,997.74
01 1100 640 002	MS Textbooks	20,000.00	248.53	11.84	17,631.89
01 1100 640 003	EL Textbooks	15,000.00	0.00	11.55	13,268.21
01 1100 643 000	WEB/CLOUD BASED SOFTWARE	1,000.00	4,602.39	1,747.51	(16,475.13)
01 1100 733 001	HS Furniture And Equipment	1,000.00	0.00	246.50	(1,465.00)
01 1100 733 002	MS Furniture And Equipment	1,000.00	0.00	30.00	700.00
01 1100 733 003	EL Furniture And Equipment	0.00	0.00	0.00	(1,273.76)
01 1100 890 001	HS Other Expense	5,000.00	0.00	147.50	(2,374.97)
01 1100 890 002	MS Other Expense	4,000.00	0.00	17.00	3,320.00
01 1100 890 003	EL Other Expense	6,000.00	0.00	35.18	3,889.40
1100	REGULAR INSTRUCTIONAL PROGRAMS	2,486,750.00	185,441.02	106.17	(153,367.45)
1150	LIMITED ENGLISH PROF PROGRAMS				
01 1150 111 003	LEP/ESL SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 211 003	ELA GROUP INSURANCE TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 221 003	ELA SOCIAL SECURITY TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 231 003	ELA RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 281 003	ELA LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
1150	LIMITED ENGLISH PROF PROGRAMS	0.00	0.00	0.00	0.00
1160	POVERTY PROGRAMS				
01 1160 111 003	Teacher Salaries - Poverty	0.00	17,112.56	0.00	(171,125.87)
01 1160 113 003	Substitute Salaries - Poverty	0.00	0.00	0.00	0.00
01 1160 211 003	Health Insurance - Poverty	0.00	3,634.67	0.00	(36,001.98)
01 1160 221 003	Social Security - Poverty	0.00	1,287.44	0.00	(12,873.64)
01 1160 231 003	Retirement - Poverty	0.00	1,690.33	0.00	(16,903.40)
01 1160 281 003	Long Term Disability - Poverty	0.00	106.57	0.00	(1,048.82)
01 1160 610 003	Teaching Supplies - Poverty	0.00	0.00	0.00	0.00
01 1160 890 003	Other Expense - Poverty	0.00	0.00	0.00	0.00
1160	POVERTY PROGRAMS	0.00	23,831.57	0.00	(237,953.71)
1190	EARLY CHILDHOOD ED PROGRAMS				
01 1190 111 003	Early Childhood Salary	103,430.00	8,618.87	100.00	4.00
01 1190 112 003	EC Early Childhood Aide	8,600.00	0.00	89.84	874.15
01 1190 113 003	EC Substitute Salaries	1,000.00	0.00	14.00	860.00

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01 1190 211 003	EC Health Insurance	35,000.00	3,212.55	106.47	(2,263.66)
01 1190 221 003	EC Social Security	8,650.00	646.59	89.80	882.26
01 1190 222 003	EC SOC SEC AIDE/PARA	100.00	0.00	595.43	(495.43)
01 1190 223 003	EC SOC SEC SUB TCHR	0.00	0.00	0.00	(10.71)
01 1190 231 003	EC Retirement	10,225.00	851.35	99.91	8.79
01 1190 232 003	RETIREMENT AIDE/PARA	0.00	0.00	0.00	(763.14)
01 1190 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1190 281 003	EC LTD/STD TCHR/PROF	100.00	63.23	740.98	(640.98)
01 1190 282 003	LTD/STD AIDE/PARA	0.00	0.00	0.00	(57.83)
01 1190 283 003	LTD/STD SUB TCHR	0.00	0.00	0.00	0.00
01 1190 330 003	EC STAFF DEVELOPMENT/TRAINING	500.00	0.00	60.00	200.00
01 1190 333 003	EC Mileage	0.00	0.00	0.00	0.00
01 1190 610 003	EC Supplies	500.00	0.00	363.67	(1,318.33)
01 1190 733 003	EC Furniture & Equipment	1,000.00	0.00	263.76	(1,637.55)
1190	EARLY CHILDHOOD ED PROGRAMS	169,105.00	13,392.59	102.58	(4,358.43)
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS				
01 1200 111 001	HS SPED Teacher Salaries	140,000.00	11,750.69	100.54	(755.64)
01 1200 111 002	MS SPED Teacher Salaries	70,500.00	5,881.01	97.54	1,733.19
01 1200 111 003	EL SPED Teacher Salaries	150,000.00	14,090.20	141.64	(62,458.87)
01 1200 112 001	HS SPED Teacher Aide	0.00	0.00	0.00	0.00
01 1200 112 002	MS SPED Teacher Aide	0.00	0.00	0.00	0.00
01 1200 112 003	EL SPED Teacher Aide	200,000.00	250.02	63.04	73,927.55
01 1200 113 001	HS SPED Substitute Salaries	0.00	0.00	0.00	0.00
01 1200 113 002	MS SPED Substitute Salaries	0.00	0.00	0.00	0.00
01 1200 113 003	EL SPED Substitute Salaries	0.00	0.00	0.00	(560.00)
01 1200 211 001	HS SPED GROUP INS TCHR/PROF	55,000.00	4,227.18	90.59	5,173.10
01 1200 211 002	MS SPED GROUP INS TCHR/PROF	18,000.00	1,431.02	90.47	1,714.64
01 1200 211 003	EL SPED GROUP INS TCHR/PROF	55,000.00	4,969.30	116.30	(8,962.68)
01 1200 212 003	EL SPED GROUP INS AIDE/PARA	0.00	0.00	0.00	(137.64)
01 1200 221 001	HS SPED SOCIAL SECURITY TCHR/PROF	15,000.00	878.16	71.24	4,313.98
01 1200 221 002	MS SPED SOCIAL SECURITY TCHR/PROF	8,000.00	446.82	65.35	2,772.22
01 1200 221 003	EL SPED SOCIAL SECURITY TCHR/PROF	14,000.00	1,066.20	115.18	(2,125.71)
01 1200 222 003	EL SPED SOCIAL SECURITY AIDE/PARA	14,000.00	19.83	68.86	4,358.97
01 1200 223 003	EL SPED SOCIAL SECURITY SUB TCHR	0.00	0.00	0.00	(42.84)
01 1200 231 001	HS SPED RETIREMENT TCHR/PROF	15,000.00	1,140.96	92.41	1,138.10
01 1200 231 002	MS SPED RETIREMENT TCHR/PROF	12,000.00	580.91	56.51	5,218.32
01 1200 231 003	EL SPED RETIREMENT TCHR/PROF	15,000.00	1,391.80	139.76	(5,964.43)
01 1200 232 003	EL SPED RETIREMENT AIDE/PARA	20,000.00	24.70	57.22	8,555.66
01 1200 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1200 237 002	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1200 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1200 281 001	HS SPED LTD/STD TCHR/PROF	500.00	79.94	191.76	(458.81)
01 1200 281 002	MS SPED LTD/STD TCHR/PROF	500.00	41.75	97.21	13.95
01 1200 281 003	HS SPED LTD/STD TCHR/PROF	500.00	103.26	303.92	(1,019.59)
01 1200 282 003	EL SPED LTD/STD AIDE/PARA	500.00	9.13	107.88	(39.41)

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01 1200 330 000	SPED STAFF DEV/TRAINING	1,000.00	341.45	407.50	(3,075.00)
01 1200 333 000	SPED Mileage to Staff	0.00	0.00	0.00	0.00
01 1200 340 003	Non-ESU OTHER PROF SERVICES	0.00	0.00	0.00	(1,200.00)
01 1200 580 000	SPED TRAVEL EXPENSES	0.00	0.00	0.00	0.00
01 1200 591 001	HS PURCHASED SERVICES	0.00	0.00	0.00	(68,523.49)
01 1200 591 002	MS PURCHASED SERVICES	0.00	0.00	0.00	(17,554.19)
01 1200 591 003	EL PURCHASED SERVICES	0.00	0.00	0.00	(106,909.32)
01 1200 610 001	HS SPED Supplies	0.00	0.00	0.00	(1,244.16)
01 1200 610 002	MS SPED Supplies	0.00	78.95	0.00	(478.95)
01 1200 610 003	EL SPED Supplies	5,000.00	0.00	59.84	2,008.04
01 1200 640 001	HS SPED Textbooks	0.00	0.00	0.00	0.00
01 1200 640 002	MS SPED Textbooks	2,000.00	0.00	0.00	2,000.00
01 1200 640 003	EL SPED Textbooks	0.00	0.00	0.00	0.00
01 1200 643 000	SPED Web/Cloud Based Software	2,000.00	0.00	443.31	(6,866.28)
01 1200 650 000	SPED Computer Hardware	0.00	0.00	0.00	(11,784.48)
01 1200 733 001	HS SPED Furniture And Equipment	0.00	0.00	0.00	0.00
01 1200 733 002	MS SPED Furniture And Equipment	0.00	0.00	0.00	0.00
01 1200 733 003	EL SPED Furniture And Equipment	0.00	0.00	0.00	0.00
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	813,500.00	48,803.28	123.02	(187,233.77)
1291	SPED 3-5 YO				
01 1291 111 003	SPED PREK SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 1291 211 003	Sped BAF - BCBS	0.00	0.00	0.00	0.00
01 1291 221 003	SPED BAF - Fica	0.00	0.00	0.00	0.00
01 1291 231 003	SPED BAF - Retire	0.00	0.00	0.00	0.00
01 1291 281 003	SPED BAF - LTD	0.00	0.00	0.00	0.00
01 1291 591 003	SPED 3-5 YO PURCH SERVICES	0.00	0.00	0.00	(254.18)
1291	SPED 3-5 YO	0.00	0.00	0.00	(254.18)
1292	SPED DIRECTOR				
01 1292 591 003	EC SPED DIR 0-2 yo	0.00	0.00	0.00	(1,393.90)
1292	SPED DIRECTOR	0.00	0.00	0.00	(1,393.90)
1300	SUMMER SCHOOL				
01 1300 111 001	Driver's Education Salary	3,000.00	0.00	0.00	3,000.00
01 1300 221 001	DrEd Social Security	500.00	0.00	0.00	500.00
01 1300 231 001	DrEd Retirement	500.00	0.00	0.00	500.00
01 1300 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1300 281 001	DrEd LTD/STD	0.00	0.00	0.00	0.00
01 1300 338 001	DrEd Repairs	0.00	0.00	0.00	0.00
01 1300 580 001	DrEd GAS & OIL	500.00	113.00	86.80	66.00
1300	SUMMER SCHOOL	4,500.00	113.00	9.64	4,066.00
2120	GUIDANCE SERVICES				
01 2120 111 001	HS Counselor's Salary	98,400.00	3,828.32	46.69	52,460.27
01 2120 111 002	MS Counselor's Salary	30,000.00	2,298.35	91.93	2,420.02
01 2120 111 003	EL Counselor's Salary	68,000.00	0.00	0.00	68,000.00
01 2120 211 001	HS Group Ins Counselor	32,000.00	873.85	31.75	21,838.70
01 2120 211 002	MS Group Ins Counselor	7,000.00	498.29	83.08	1,184.50
01 2120 211 003	EL Group Ins Counselor	9,000.00	0.00	0.00	9,000.00
01 2120 221 001	HS Social Security	8,000.00	294.16	44.13	4,469.98
01 2120 221 002	MS Social Security	2,000.00	176.62	105.97	(119.43)
01 2120 221 003	EL Social Security	1,000.00	0.00	0.00	1,000.00
01 2120 231 001	HS Retirement COUNSELOR	9,500.00	342.33	43.37	5,380.24
01 2120 231 002	MS Retirement COUNSELOR	3,000.00	203.98	81.84	544.75

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01 2120 231 003	EL Retirement COUNSELOR	1,500.00	0.00	0.00	1,500.00
01 2120 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2120 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2120 281 001	HS LTD/STD COUNSELOR	100.00	24.94	296.18	(196.18)
01 2120 281 002	MS LTD/STD COUNSELOR	100.00	14.95	177.72	(77.72)
01 2120 281 003	EL LTD/STD COUNSELOR	100.00	0.00	0.00	100.00
01 2120 610 001	HS Guidance Supplies	4,000.00	0.00	114.74	(589.70)
01 2120 610 002	MS Guidance Supplies	500.00	0.00	0.00	500.00
01 2120 610 003	EL Guidance Supplies	500.00	0.00	0.00	500.00
01 2120 890 001	HS Other Expense	0.00	0.00	0.00	0.00
01 2120 890 002	MS Other Expense	0.00	0.00	0.00	0.00
01 2120 890 003	EL Other Expense	0.00	0.00	0.00	0.00
2120	GUIDANCE SERVICES	274,700.00	8,555.79	38.87	167,915.43
2130	HEALTH SERVICES				
01 2130 116 000	SALARIES NURSE	40,000.00	0.00	111.06	(4,422.69)
01 2130 216 000	GROUP INSURANCE NURSE	0.00	0.00	0.00	0.00
01 2130 226 000	SOCIAL SECURITY NURSE	3,000.00	0.00	113.73	(411.75)
01 2130 236 000	RETIREMENT NURSE	3,600.00	0.00	117.88	(643.54)
01 2130 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2130 286 000	LTD/STD NURSE	100.00	0.00	175.12	(75.12)
01 2130 320 000	Student Health Screenings	0.00	0.00	0.00	(2,152.00)
01 2130 610 000	Nurse Supplies	6,000.00	0.00	66.49	2,010.57
2130	HEALTH SERVICES	52,700.00	0.00	110.81	(5,694.53)
2141	SPED SA Psych Services				
01 2141 591 000	SPED SA Psych Services	0.00	289.33	0.00	(104,335.53)
2141	SPED SA Psych Services	0.00	289.33	0.00	(104,335.53)
2142	SPED 3-5 Pscyh Services				
01 2142 591 003	SPED 3-5 Psych Services	0.00	0.00	0.00	0.00
2142	SPED 3-5 Pscyh Services	0.00	0.00	0.00	0.00
2143	SPED 0-2 Psych Services				
01 2143 591 003	SPED 0-2 Psych Services	0.00	0.00	0.00	0.00
2143	SPED 0-2 Psych Services	0.00	0.00	0.00	0.00
2151	SPED SA Speech/Audiology				
01 2151 111 001	Speech Path HS SALARIES TCHR/PROF	11,500.00	949.31	99.06	108.17
01 2151 111 002	Speech Path MS RETIREMENT TCHR/PROF	9,000.00	749.46	99.93	6.48
01 2151 111 003	Speech Path EL SALARIES TCHR/PROF	21,000.00	1,748.73	99.93	15.02
01 2151 211 001	Speech Path HS GROUP INS TCHR/PROF	0.00	340.67	0.00	(4,382.16)
01 2151 211 002	Speech Path MS GROUP INS TCHR/PROF	0.00	268.95	0.00	(3,459.56)
01 2151 211 003	Speech Path EL GROUP INS TCHR/PROF	0.00	627.55	0.00	(8,072.27)
01 2151 221 001	Speech Path HS SOC SECTCHR/PROF	800.00	72.93	109.42	(75.39)
01 2151 221 002	Speech Path MS SOC SEC TCHR/PROF	700.00	57.59	98.74	8.81
01 2151 221 003	Speech Path EL SOC SEC TCHR/PROF	1,700.00	134.35	94.86	87.30
01 2151 231 001	Speech Path HS RETIREMENT TCHR/PROF	1,200.00	93.77	93.78	74.68

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01 2151 231 002	Speech Path MS RETIREMENT TCHR/PROF	1,000.00	74.03	88.84	111.64
01 2151 231 003	Speech Path EL RETIREMENT TCHR/PROF	2,100.00	172.74	98.71	27.12
01 2151 281 001	Speech Path HS LTD/STD TCHR/PROF	25.00	4.01	206.24	(26.56)
01 2151 281 002	Speech Path MS LTD/STD TCHR/PROF	20.00	3.17	203.80	(20.76)
01 2151 281 003	Speech Path HS LTD/STD TCHR/PROF	45.00	7.39	211.02	(49.96)
01 2151 591 000	SPED SA Speech/Audiology	10,000.00	0.00	164.47	(6,447.30)
01 2151 610 000	SPED Speech Path SUPPLIES	1,000.00	0.00	12.34	876.56
2151	SPED SA Speech/Audiology	60,090.00	5,304.65	135.31	(21,218.18)
2152	SPED 3-5 Speech/Audiology				
01 2152 340 003	SPED 3-5 Speech/Audiology Prf Serv	0.00	0.00	0.00	0.00
01 2152 591 003	SPED 3-5 Speech/Audiology	0.00	0.00	0.00	(71.15)
2152	SPED 3-5 Speech/Audiology	0.00	0.00	0.00	(71.15)
2153	SPED 0-2 Speech/Audiology				
01 2153 591 003	SPED 0-2 Speech/Audiology	0.00	0.00	0.00	(71.15)
2153	SPED 0-2 Speech/Audiology	0.00	0.00	0.00	(71.15)
2161	SPED SA OccTherapy				
01 2161 340 000	SPED SA OccTherapy (nonESU)	15,000.00	655.13	321.38	(33,206.89)
2161	SPED SA OccTherapy	15,000.00	655.13	321.38	(33,206.89)
2162	SPED 3-5 OccTherapy				
01 2162 340 003	SPED 3-5 OccTherapy (nonESU)	0.00	0.00	0.00	0.00
2162	SPED 3-5 OccTherapy	0.00	0.00	0.00	0.00
2163	SPED 0-2 OccTherapy				
01 2163 340 003	SPED 0-2 OccTherapy (nonESU)	0.00	0.00	0.00	0.00
2163	SPED 0-2 OccTherapy	0.00	0.00	0.00	0.00
2171	SPED SA PhysTherapy				
01 2171 340 000	SPED SA PhysTherapy (nonESU)	10,000.00	715.75	124.47	(2,447.19)
2171	SPED SA PhysTherapy	10,000.00	715.75	124.47	(2,447.19)
2172	SPED 3-5 PhysTherapy				
01 2172 340 003	SPED 3-5 PhysTherapy (nonESU)	0.00	0.00	0.00	0.00
2172	SPED 3-5 PhysTherapy	0.00	0.00	0.00	0.00
2173	SPED 0-2 PhysTherapy				
01 2173 340 003	SPED 0-2 PhysTherapy (nonESU)	0.00	0.00	0.00	0.00
2173	SPED 0-2 PhysTherapy	0.00	0.00	0.00	0.00
2181	SPED SA Vision Services				
01 2181 340 000	SPED SA-Vision Prof Serv	0.00	0.00	0.00	0.00
01 2181 591 000	SPED SA Vision Services	0.00	0.00	0.00	0.00
2181	SPED SA Vision Services	0.00	0.00	0.00	0.00
2182	SPED 3-5 Vision Services				
01 2182 340 003	SPED 3-5YO Vision Serv	0.00	0.00	0.00	0.00
01 2182 591 003	SPED 3-5 Vision Services	0.00	0.00	0.00	0.00
2182	SPED 3-5 Vision Services	0.00	0.00	0.00	0.00
2183	SPED 0-2 Vision Services				
01 2183 340 003	SPED 0-2YO Vision Services	0.00	0.00	0.00	0.00
01 2183 591 003	SPED 0-2 Vision Services	0.00	0.00	0.00	0.00
2183	SPED 0-2 Vision Services	0.00	0.00	0.00	0.00

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2211	SCHOOL IMPROVEMENT				
01 2211 111 000	School Impr - Salaries	0.00	0.00	0.00	0.00
01 2211 333 000	School Impr - Travel	0.00	0.00	0.00	0.00
2211	SCHOOL IMPROVEMENT	0.00	0.00	0.00	0.00
2213	SCHOOL IMPROVEMENT				
01 2213 330 000	INSTRUCTIONAL STAFF DEV/TRAINING	2,000.00	455.00	390.02	(5,800.35)
2213	SCHOOL IMPROVEMENT	2,000.00	455.00	390.02	(5,800.35)
2220	LIBRARY/MEDIA SERVICES				
01 2220 111 000	Library/Media Tchr Salaries	60,000.00	4,996.38	99.93	43.00
01 2220 112 000	Library Aide Salary	0.00	0.00	0.00	0.00
01 2220 113 000	L/M Substitute Salaries	0.00	0.00	0.00	0.00
01 2220 211 000	L/M Group Ins	23,000.00	1,444.67	73.32	6,135.56
01 2220 221 000	L/M Social Security TCHR/PROF	4,500.00	353.27	94.43	250.68
01 2220 222 000	L/M Social Security AIDE	0.00	0.00	0.00	0.00
01 2220 231 000	L/M Retirement TCHR/PROF	6,000.00	493.53	98.71	77.62
01 2220 232 000	L/M Retirement AIDE	150.00	0.00	0.00	150.00
01 2220 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2220 281 000	L/M LTD/STD TCHR/PROF	300.00	34.74	137.61	(112.84)
01 2220 282 000	L/M LTD/STD AIDE	0.00	0.00	0.00	0.00
01 2220 610 000	L/M Supplies	300.00	0.00	0.00	300.00
01 2220 640 000	Library Books & Subscriptions	5,000.00	149.00	97.68	115.86
01 2220 650 000	L/M Computer Software	2,000.00	0.00	0.00	2,000.00
01 2220 733 000	L/M Furniture And Equipment	0.00	0.00	0.00	0.00
01 2220 890 000	L/M Other Expense	0.00	0.00	0.00	0.00
2220	LIBRARY/MEDIA SERVICES	101,250.00	7,471.59	91.15	8,959.88
2224	EDUCATIONAL TELEVISION SERVICES				
01 2224 382 000	Distant Learning / Internet	0.00	0.00	0.00	(7,600.00)
2224	EDUCATIONAL TELEVISION SERVICES	0.00	0.00	0.00	(7,600.00)
2230	INSTRUCTION RELATED TECH				
01 2230 111 000	Technology Coordinator	60,000.00	6,354.77	127.10	(16,257.24)
01 2230 116 000	Technology Support Staff	70,000.00	11,247.63	156.92	(39,841.66)
01 2230 211 000	Technology Group Ins TCHR/PROF	23,000.00	1,535.12	80.05	4,589.55
01 2230 216 000	Technology Group Ins SUPPORT PROF CLASS	18,000.00	3,326.10	219.03	(21,425.71)
01 2230 221 000	Technology Social Security TCHR/PROF	7,000.00	478.17	81.97	1,262.10
01 2230 226 000	Technology Social Security PROF CLASS	8,000.00	837.59	101.67	(133.48)
01 2230 231 000	Technology Retirement TCHR/PROF	7,000.00	627.70	107.61	(532.51)
01 2230 236 000	Technology Retirement PROF CLASS	6,000.00	865.66	176.74	(4,604.60)
01 2230 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2230 281 000	Technology LTD/STD TCHR/PROF	500.00	39.96	95.83	20.84
01 2230 286 000	Technology LTD/STD PROF CLASS	500.00	51.00	122.00	(110.00)
01 2230 333 000	TECH Mileage	0.00	0.00	0.00	0.00
01 2230 591 000	TECH PURCHASED SERVICES	0.00	0.00	0.00	(487.50)
01 2230 643 000	TECH Web/Cloud Based Software	60,000.00	695.00	143.79	(26,272.97)
01 2230 650 000	TECH Supplies/Soft/Hardware	100,000.00	3,185.00	78.06	21,936.35
01 2230 734 000	TECH Hardware Capital Outlay	0.00	0.00	0.00	0.00
01 2230 735 000	TECH Software Capital Outlay	0.00	0.00	0.00	0.00
2230	INSTRUCTION RELATED TECH	360,000.00	29,243.70	122.74	(81,856.83)

**Expenditure Report by Function/Object -
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Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
2310	BOARD OF EDUCATION				
01 2310 330 000	BOE DEV/TRAINING	2,500.00	0.00	45.70	1,357.55
01 2310 520 000	PROPERTY/LIABILITY INSURANCE	65,000.00	66,726.00	186.95	(56,519.00)
01 2310 540 000	ADVERTISING	10,000.00	651.50	94.78	522.15
01 2310 610 000	BOE Supplies	0.00	0.00	0.00	0.00
01 2310 810 000	BOE Dues & Fees	12,000.00	0.00	93.11	827.26
01 2310 890 000	BOE Misc Expense	0.00	0.00	0.00	(1,247.94)
2310	BOARD OF EDUCATION	89,500.00	67,377.50	161.52	(55,059.98)
2320	EXECUTIVE ADMINISTRATION				
01 2320 105 000	SUPERINTENDENT SALARY	132,000.00	11,000.00	100.00	0.00
01 2320 155 000	SUPT ADDTL COMP	3,000.00	0.00	0.00	3,000.00
01 2320 159 000	SUPT Cell Stipend	900.00	0.00	0.00	900.00
01 2320 215 000	SUPT GROUP INS	18,500.00	1,462.06	94.84	955.28
01 2320 221 000	SUPT SOCIAL SECURITY	0.00	0.00	0.00	0.00
01 2320 223 000	SOC SEC SUPT STIPEND	0.00	7.65	0.00	(7.65)
01 2320 225 000	SUPT SOCIAL SECURITY	10,000.00	836.36	100.36	(36.46)
01 2320 233 000	RET SUPT STIPEND	0.00	9.88	0.00	(9.88)
01 2320 235 000	SUPT RETIREMENT	0.00	1,086.56	0.00	(13,038.72)
01 2320 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2320 285 000	SUPT LTD/STD	400.00	44.90	135.20	(140.80)
01 2320 295 000	OTHER BENEFITS (CELL PHONE/moving)	0.00	0.00	0.00	0.00
01 2320 310 000	SUPT DUES & FEES	1,200.00	0.00	82.50	210.00
01 2320 330 000	SUPT Staff Dev/Training	2,500.00	736.75	236.35	(3,408.63)
01 2320 333 000	SUPT Mileage	0.00	100.00	0.00	(100.00)
01 2320 560 000	SUPT Computer Hardware	0.00	0.00	0.00	0.00
01 2320 580 000	SUPT TRAVEL EXPENSES	500.00	0.00	0.00	500.00
01 2320 610 000	SUPT Supplies	3,000.00	0.00	41.26	1,762.16
01 2320 650 000	SUPT Computer Software	5,000.00	1,849.00	100.96	(48.00)
01 2320 733 000	SUPT Furniture & Equipment	0.00	0.00	0.00	0.00
01 2320 890 000	SUPT Other Expense	2,500.00	0.00	0.00	2,500.00
2320	EXECUTIVE ADMINISTRATION	179,500.00	17,133.16	103.88	(6,962.70)
2330	District Legal Services				
01 2330 317 000	LEGAL SERVICES	0.00	608.00	0.00	(7,391.77)
2330	District Legal Services	0.00	608.00	0.00	(7,391.77)
2410	OFFICE OF THE PRINCIPAL				
01 2410 110 000	Clerical Salaries	60,000.00	3,938.64	92.14	4,714.40
01 2410 111 001	HS PRINCIPAL HEAD&ASST SALARIES	60,000.00	5,070.32	99.15	510.63
01 2410 111 002	MS PRINCIPAL HEAD&ASST SALARIES	60,000.00	4,988.99	97.56	1,462.82
01 2410 111 003	EL PRINCIPAL HEAD&ASST SALARIES	60,000.00	5,058.85	98.93	641.21
01 2410 210 000	Clerical Group Insurance	0.00	3,440.55	0.00	(39,314.63)
01 2410 211 001	HS PRINCIPAL OFFICE GROUP INS	14,000.00	926.26	79.39	2,884.88
01 2410 211 002	MS PRINCIPAL OFFICE GROUP INS	14,000.00	911.56	78.13	3,061.28
01 2410 211 003	EL PRINCIPAL OFFICE GROUP INS	14,000.00	924.51	79.24	2,905.88
01 2410 220 000	Clerical Social Security	1,000.00	302.27	422.78	(3,227.83)
01 2410 221 001	HS PRINCIPAL OFFICE SOC SEC	1,000.00	388.42	455.73	(3,557.29)
01 2410 221 002	MS PRINCIPAL OFFICE SOC SEC	1,000.00	382.16	448.43	(3,484.32)
01 2410 221 003	EL PRINCIPAL OFFICE SOC SEC	1,000.00	387.52	454.70	(3,547.04)
01 2410 230 000	Clerical Retirement	1,000.00	366.09	537.17	(4,371.69)

**Expenditure Report by Function/Object -
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Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 2410 231 001	HS PRINCIPAL OFFICE RETIREMENT	1,000.00	500.83	587.63	(4,876.30)
01 2410 231 002	MS PRINCIPAL OFFICE RETIREMENT	1,000.00	492.81	578.21	(4,782.06)
01 2410 231 003	EL PRINCIPAL OFFICE RETIREMENT	1,000.00	499.70	586.34	(4,863.40)
01 2410 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 237 002	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 280 000	Clerical LTD/STD	200.00	30.15	230.76	(261.52)
01 2410 281 001	HS PRINCIPAL OFFICE LTD/STD	200.00	29.51	176.85	(153.70)
01 2410 281 002	MS PRINCIPAL OFFICE LTD/STD	200.00	29.04	174.08	(148.16)
01 2410 281 003	EL PRINCIPAL OFFICE LTD/STD	200.00	29.50	176.74	(153.48)
01 2410 310 000	PRINC OFFICE DUES/FEES	0.00	0.00	0.00	(1,005.00)
01 2410 330 000	PRINCIPAL OFFICE STAFF DEV/TRN	2,000.00	1,193.83	168.56	(1,371.16)
01 2410 580 000	PRINC OFFICE TRAVEL EXPENSES	0.00	0.00	0.00	(295.23)
01 2410 610 001	HS PRINCIPAL OFFICE SUPPLIES	300.00	60.11	447.63	(1,042.89)
01 2410 610 002	MS PRINCIPAL OFFICE SUPPLIES	0.00	0.00	0.00	0.00
01 2410 610 003	EL PRINCIPAL OFFICE SUPPLIES	0.00	0.00	0.00	(200.00)
01 2410 733 000	PRIN OFFICE FURNITURE	0.00	0.00	0.00	0.00
01 2410 890 000	PRINCIPAL OFFICE MISC EXP	0.00	0.00	0.00	0.00
2410	OFFICE OF THE PRINCIPAL	293,100.00	29,951.62	120.63	(60,474.60)
2510	FISCAL SERVICES				
01 2510 112 000	Concession Mgr Salaries	3,000.00	0.00	98.39	48.31
01 2510 116 000	FISCAL SERVICES SALARIES	15,000.00	4,531.74	321.20	(33,180.03)
01 2510 210 000	Concession Mgr Group Ins	0.00	0.00	0.00	0.00
01 2510 212 000	CONCMGR GROUP INS AIDE/PARA	0.00	0.00	0.00	(49.58)
01 2510 216 000	FISCAL SERVICES GROUP INS	10,000.00	1,971.97	236.64	(13,663.64)
01 2510 220 000	Concession Mgr Soc Sec	0.00	0.00	0.00	0.00
01 2510 222 000	SOCIAL SECURITY CONC MGR	1,000.00	0.00	22.55	774.49
01 2510 226 000	SOCIAL SECURITY PROF CLASS	1,000.00	334.53	353.99	(2,539.85)
01 2510 232 000	Concession Mgr Retirement	1,000.00	0.00	29.04	709.58
01 2510 236 000	FISCAL SERVICES RETIREMENT	1,000.00	410.72	472.22	(3,722.21)
01 2510 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2510 282 000	Concession Mgr LTD/STD	1,000.00	0.00	1.17	988.34
01 2510 286 000	FISCAL SERVICES LTD/STD	1,000.00	28.63	34.25	657.46
01 2510 310 000	FISCAL SERV/BANK FEES	1,000.00	0.00	55.09	449.09
01 2510 315 000	AUDIT/BUDGET SERVICES	1,000.00	0.00	715.50	(6,155.00)
01 2510 330 000	FISCAL OFFICE ST DEV/TRN	1,000.00	206.25	132.17	(321.70)
01 2510 340 000	OTHER PROFESSIONAL FISCAL SERVICES	1,000.00	0.00	73.39	266.10
01 2510 530 000	PHONE/INTERNET	5,000.00	1,004.79	251.36	(7,568.21)
01 2510 531 000	POSTAGE	500.00	243.03	1,145.93	(5,229.66)
01 2510 580 000	FISCAL SERV TRAVEL EXPENSES	200.00	0.00	69.19	61.62
01 2510 610 000	FISCAL OFFICE SUPPLIES	1,000.00	0.00	108.52	(85.21)
01 2510 733 000	FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
01 2510 890 000	FISCAL SERVICES MISC EXP	300.00	0.00	50.00	150.00
2510	FISCAL SERVICES	45,000.00	8,731.66	252.02	(68,410.10)

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Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
2590	WORKERS COMP INS				
01 2590 270 000	WORKERS COMP NON-INSTR	30,000.00	20,830.00	161.52	(18,457.00)
01 2590 271 000	WORKERS COMP TCHR/PROF	20,000.00	19,664.00	202.80	(20,559.00)
2590	WORKERS COMP INS	50,000.00	40,494.00	178.03	(39,016.00)
2610	OPERATION OF BUILDINGS				
01 2610 520 000	PROPERTY/LIABILITY INSURANCE	0.00	0.00	0.00	0.00
01 2610 621 000	UTILITIES NAT GAS/FUEL	0.00	8,917.25	0.00	(118,406.67)
2610	OPERATION OF BUILDINGS	0.00	8,917.25	0.00	(118,406.67)
2620	MAINT OF BUILDINGS				
01 2620 110 000	MAINTENANCE STAFF SALARIES	180,950.00	19,715.37	83.06	30,656.80
01 2620 210 000	MAINT GROUP INS	54,500.00	3,196.07	65.20	18,964.20
01 2620 220 000	MAINT SOCIAL SECURITY	11,500.00	1,507.56	99.78	24.84
01 2620 230 000	MAINT RETIREMENT	17,900.00	1,117.26	72.67	4,891.45
01 2620 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2620 280 000	MAINT LTD/STD	825.00	52.80	63.05	304.83
01 2620 330 000	MAINT STAFF DEV/TRN	0.00	0.00	0.00	0.00
01 2620 340 000	OTHER PROFESSIONAL SERVICES	200,000.00	4,315.00	2.16	195,685.00
01 2620 350 000	MAINT. REPAIRS	50,000.00	7,725.96	134.48	(17,240.40)
01 2620 410 000	WATER & SEWER	15,000.00	0.00	80.81	2,878.70
01 2620 420 000	TRASH SERVICE	5,000.00	466.70	100.97	(48.70)
01 2620 431 000	BLDG REPAIRS & MAINT	0.00	4,220.00	0.00	(27,332.00)
01 2620 450 000	CONSTRUCTION/REMODEL SERVICES	0.00	0.00	0.00	0.00
01 2620 610 000	MAINT Supplies	7,500.00	5,798.45	572.97	(35,472.81)
01 2620 733 000	MAINT Furniture & Equipment	5,000.00	0.00	63.61	1,819.30
01 2620 890 000	MISC EXPENSE	5,000.00	0.00	0.00	5,000.00
2620	MAINT OF BUILDINGS	553,175.00	48,115.17	67.44	180,131.21
2630	OUTSIDE MAINTENANCE				
01 2630 340 000	OUTSIDE REPAIRS/MAINT	15,000.00	788.88	19.44	12,084.19
2630	OUTSIDE MAINTENANCE	15,000.00	788.88	19.44	12,084.19
2650	VEHICLE OPER/MAINT/PURCH (NON STUDENT)				
01 2650 732 000	Vehicle Aquisition (non-pupil)	0.00	0.00	0.00	0.00
2650	VEHICLE OPER/MAINT/PURCH (NON STUDENT)	0.00	0.00	0.00	0.00
2710	VEHICLE OPER/MAINT/PURCH (STUDENT)				
01 2710 110 000	TRANSPORTATION Salaries	150,000.00	5,291.06	104.06	(6,086.81)
01 2710 210 000	TRANSP GROUP INSURANCE	20,700.00	2,962.92	167.83	(14,039.79)
01 2710 220 000	TRANSP SOCIAL SECURITY	8,000.00	352.79	141.54	(3,323.51)
01 2710 230 000	TRANSP RETIREMENT	13,000.00	522.64	113.62	(1,770.04)
01 2710 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2710 260 000	Unemployment Payments	0.00	0.00	0.00	0.00
01 2710 271 000	Workmen's Compensation	0.00	0.00	0.00	0.00
01 2710 280 000	TRANSP LTD/STD	700.00	39.89	80.73	134.86
01 2710 330 000	TRANSP STAFF DEV/TRN	0.00	0.00	0.00	(250.00)
01 2710 340 000	VEHICLE REPAIRS/MAINT	0.00	3,720.18	0.00	(17,519.29)
01 2710 610 000	VEHICLE PARTS/SUPPLIES	15,000.00	425.56	56.83	6,475.32
01 2710 626 000	GAS & DIESEL	40,000.00	808.64	119.94	(7,977.77)
01 2710 732 000	Bus Acquisition (pupil)	0.00	0.00	0.00	0.00
01 2710 890 000	Transp. Other Expense	1,500.00	24.00	153.76	(806.47)
2710	VEHICLE OPER/MAINT/PURCH (STUDENT)	248,900.00	14,147.68	118.15	(45,163.50)
2712	VEHICLE OPER/MAINT/PURCH (SPED)				

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Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 2712 110 000	Sped Transportation Salaries	14,000.00	0.00	108.30	(1,162.27)
01 2712 210 000	SPED TRANSP Group Ins	0.00	0.00	0.00	(694.49)
01 2712 220 000	SPED TRANSP Soc Sec	1,000.00	0.00	114.58	(145.82)
01 2712 230 000	SPED TRANS Retirement	1,000.00	0.00	149.77	(497.69)
01 2712 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2712 280 000	SPED TRANSP LTD/STD	0.00	0.00	0.00	(39.82)
01 2712 332 000	SPED Mileage to Parents	0.00	0.00	0.00	0.00
01 2712 626 000	SPED GAS/DIESEL FUEL	1,500.00	75.00	291.31	(2,869.70)
01 2712 732 000	SPED VEHICLE OP/MAINT/PURCH	0.00	0.00	0.00	(26,500.00)
2712	VEHICLE OPER/MAINT/PURCH (SPED)	17,500.00	75.00	282.34	(31,909.79)
2732	SPED Vehicle Rep/Maint				
01 2732 430 000	SPED Vehicle Rep/Maint	0.00	0.00	0.00	0.00
2732	SPED Vehicle Rep/Maint	0.00	0.00	0.00	0.00
2792	SPED Transp Services				
01 2792 510 000	Sped Transportation	0.00	0.00	0.00	0.00
2792	SPED Transp Services	0.00	0.00	0.00	0.00
2900	OTHER SUPPORT SERVICES				
01 2900 890 000	Non-Revenue/Other Support Serv	0.00	0.00	0.00	0.00
2900	OTHER SUPPORT SERVICES	0.00	0.00	0.00	0.00
3300	COMMUNITY SERV OPER				
01 3300 890 000	COMMUNITY SERVICE OP/MISC	0.00	0.00	0.00	0.00
3300	COMMUNITY SERV OPER	0.00	0.00	0.00	0.00
3400	FOUNDATION GRANT				
01 3400 610 000	Foundation Grant Expenditures	0.00	0.00	0.00	0.00
3400	FOUNDATION GRANT	0.00	0.00	0.00	0.00
3535	HIGH ABILITY LEARNERS				
01 3535 111 003	High Ability Learners	7,000.00	574.59	98.50	105.03
01 3535 211 003	HAL Group Insurance	3,500.00	184.94	62.76	1,303.42
01 3535 221 003	HAL Social Security	550.00	44.01	96.05	21.70
01 3535 231 003	HAL Retirement	750.00	56.76	90.82	68.88
01 3535 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 3535 281 003	HAL LTD/STD	25.00	3.63	173.84	(18.46)
01 3535 610 003	HAL Supplies	1,000.00	0.00	0.00	1,000.00
01 3535 650 003	High Ability Software	0.00	0.00	0.00	(140.40)
01 3535 733 003	HAL Furniture & Equipment	0.00	0.00	0.00	0.00
3535	HIGH ABILITY LEARNERS	12,825.00	863.93	81.75	2,340.17
3541	EARLY CHILDHOOD ENDOWMENT GRANTS				
01 3541 111 003	Sixpence Coordinator Salaries	15,000.00	1,374.00	109.92	(1,488.00)
01 3541 112 003	SIXPENCE SALARIES AIDE	5,000.00	3,564.52	768.67	(33,433.53)
01 3541 211 003	Sixpence Coord Group Insurance	6,000.00	484.96	95.91	245.68
01 3541 212 003	GROUP INSURANCE - AIDE	0.00	0.00	0.00	0.00
01 3541 221 003	Coord. Social Security	1,500.00	100.07	80.10	298.56
01 3541 222 003	SOCIAL SECURITY AIDE	0.00	273.92	0.00	(2,952.18)
01 3541 231 003	Coord. Retirement	1,500.00	135.72	108.58	(128.64)
01 3541 232 003	SIXPENCE RETIREMENT - AIDE	0.00	352.10	0.00	(3,796.38)
01 3541 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 3541 281 003	Coordinator LTD/STD	30.00	9.25	360.33	(78.10)
01 3541 282 003	LTD/STD AIDE	0.00	16.06	0.00	(157.33)
01 3541 330 003	Sixpence Travel/Staff Development	0.00	169.00	0.00	(5,398.38)

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Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 3541 333 003	Sixpence Mileage to Staff	0.00	0.00	0.00	0.00
01 3541 340 003	Sixpence Professional Services	0.00	0.00	0.00	0.00
01 3541 580 003	Sixpence Travel Expenses	1,500.00	0.00	0.00	1,500.00
01 3541 610 003	Sixpence Supplies/Family Inv	3,500.00	6,987.57	247.81	(5,173.46)
01 3541 733 003	Sixpence Furniture and Equipment	0.00	0.00	0.00	(519.00)
3541	EARLY CHILDHOOD ENDOWMENT GRANTS	34,030.00	13,467.17	250.11	(51,080.76)
3570	Teacher Eval Grant				
01 3570 610 000	Teacher Eval Grant	0.00	0.00	0.00	0.00
3570	Teacher Eval Grant	0.00	0.00	0.00	0.00
4300	OTHER PROFESSIONAL SERVICES				
01 4300 340 000	PROFESSIONAL SERVICES-ARCHIT/ENGINEER	0.00	0.00	0.00	(2,000.00)
4300	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	(2,000.00)
4411	IDEA PART B EARLY INTERVENING SERVICES				
01 4411 610 003	IDEA Part B-Early Interven. (Rtl)	0.00	0.00	0.00	0.00
4411	IDEA PART B EARLY INTERVENING SERVICES	0.00	0.00	0.00	0.00
4412	IDEA PART B PROPORTIONATE SHARE				
01 4412 591 003	IDEA Prof. Services	0.00	0.00	0.00	0.00
4412	IDEA PART B PROPORTIONATE SHARE	0.00	0.00	0.00	0.00
4900	OTHER FEDERAL EXPENDITURES				
01 4900 610 003	Drug Education - Supplies	0.00	0.00	0.00	0.00
4900	OTHER FEDERAL EXPENDITURES	0.00	0.00	0.00	0.00
6200	FEDERAL-TITLE I PART A ESSA				
01 6200 111 002	Title I SALARIES MS TCHR/PROF	0.00	3,347.57	0.00	(30,128.37)
01 6200 111 003	Title I, Part A ELEM SALARIES	155,000.00	6,720.12	63.92	55,921.57
01 6200 112 003	Title I - Aide Salaries	35,307.00	0.00	0.00	35,307.00
01 6200 113 003	Title I Substitute Salaries	0.00	0.00	0.00	0.00
01 6200 211 002	Title I GROUP INS MS TCHR/PROF	0.00	460.94	0.00	(4,100.79)
01 6200 211 003	Title I Group Insurance	45,000.00	2,050.52	64.21	16,104.48
01 6200 221 002	Title I MS SOC SEC TCHR/PROF	0.00	246.56	0.00	(2,220.16)
01 6200 221 003	Title I Social Security TCHR	15,000.00	494.59	48.82	7,677.09
01 6200 223 003	Title I SOC SEC SUB TCHR	0.00	0.00	0.00	0.00
01 6200 231 002	Title I RET MS TCHR/PROF	0.00	330.66	0.00	(2,976.02)
01 6200 231 003	Title I Retirement EL	18,000.00	663.80	54.37	8,213.25
01 6200 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 6200 281 002	Title I MS LTD/STD TCHR/PROF	0.00	23.27	0.00	(208.66)
01 6200 281 003	Title I LTD/STD	200.00	45.83	332.66	(465.32)
01 6200 330 003	Title I Staff Dev/Training	500.00	0.00	59.00	205.00
01 6200 560 003	Title I Computer Hardware	0.00	0.00	0.00	0.00
01 6200 580 003	Title I Travel Expenses	0.00	0.00	0.00	0.00
01 6200 610 003	Title I Supplies	5,000.00	0.00	0.00	5,000.00
01 6200 650 003	Title I Computer Software	500.00	0.00	20.00	400.01
01 6200 733 003	Title I Furniture & Equipment	0.00	0.00	0.00	(369.01)
01 6200 890 003	Title I Misc. Expenses	0.00	0.00	0.00	0.00
6200	FEDERAL-TITLE I PART A ESSA	274,507.00	14,383.86	67.81	88,360.07
6210	FEDERAL-TITLE I PART A ACCTBLTY				
01 6210 330 003	Title I Acctblty TRAVEL/Training EXPENSE	0.00	0.00	0.00	0.00
01 6210 610 003	Title I Acctblty SUPPLIES	0.00	0.00	0.00	0.00
01 6210 650 003	Title I Acctblty COMPUTER SOFTWARE	0.00	0.00	0.00	0.00

**Expenditure Report by Function/Object -
Detail_KW**

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Regular; Processing Month 08/2022; Fund Number 01

User ID: KAW

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
6210	FEDERAL-TITLE I PART A ACCTBLTY	0.00	0.00	0.00	0.00
6406	FEDERAL-IDEA PART B (611) BASE AGE 3-4				
01 6406 340 000	SPED-IDEA- 3-5 other PROF SERV	0.00	0.00	0.00	(304.89)
01 6406 591 003	IDEA Preschool 3-5 Prf Serv	0.00	0.00	0.00	(899.94)
6406	FEDERAL-IDEA PART B (611) BASE AGE 3-4	0.00	0.00	0.00	(1,204.83)
6408	FEDERAL-IDEA PART B (611) BASE AGE 0-4				
01 6408 111 003	IDEA Part B Base Salary (prek BAF)	40,000.00	1,049.24	31.48	27,409.01
01 6408 112 003	IDEA Part B Base Aide (prek BAF)	0.00	0.00	0.00	(17,486.42)
01 6408 211 003	IDEA Part B Base Ins. (prek BAF)	1,000.00	376.53	485.34	(3,853.43)
01 6408 221 003	IDEA Part B Base Soc.Sec. (prek BA	1,000.00	80.59	96.75	32.49
01 6408 222 003	IDEA SOC SEC PARA	0.00	0.00	0.00	(1,341.91)
01 6408 231 003	IDEA Part B Base Ret. (prek BAF)	1,000.00	103.64	124.37	(243.68)
01 6408 232 003	IDEA RETIREMT PARA	0.00	0.00	0.00	(1,698.84)
01 6408 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 6408 281 003	IDEA Part B Base LTD (prek BAF)	100.00	4.43	57.02	42.98
01 6408 282 003	IDEA LTD/STD PARA	0.00	0.00	0.00	(92.77)
01 6408 340 003	IDEA 0-4 YO Prof Services	5,000.00	544.50	276.83	(8,841.25)
01 6408 591 003	IDEA Part B 0-2 YO Prof Services B	10,000.00	0.00	90.93	907.21
01 6408 610 003	IDEA BAF SUPPLIES	0.00	0.00	0.00	(877.17)
01 6408 732 003	IDEA Part B - Vehicle Aq.	0.00	0.00	0.00	0.00
6408	FEDERAL-IDEA PART B (611) BASE AGE 0-4	58,100.00	2,158.93	110.40	(6,043.78)
6410	FEDERAL-IDEA PART E/P (619				
01 6410 112 003	IDEA E/P - Salaries	0.00	0.00	0.00	0.00
01 6410 340 003	SPED IDEA E/P 619	0.00	0.00	0.00	0.00
01 6410 560 003	Sped IDEA - Computer Hard.	0.00	0.00	0.00	0.00
01 6410 591 003	IDEA E/P 3-5 YO Contracted Services	0.00	0.00	0.00	0.00
01 6410 610 003	IDEA E/P Supplies	0.00	0.00	0.00	0.00
6410	FEDERAL-IDEA PART E/P (619	0.00	0.00	0.00	0.00
6412	IDEA Non-Public				
01 6412 111 003	IDEA Non-Public SALARIES	6,500.00	499.64	92.24	504.32
01 6412 211 003	GROUP INSURANCE TCHR/PROF	100.00	179.30	2,306.41	(2,206.41)
01 6412 221 003	IDEA SOCIAL SECURITY TCHR/PROF	500.00	38.38	92.13	39.33
01 6412 231 003	IDEA RETIREMENT TCHR/PROF	1,000.00	49.35	59.22	407.80
01 6412 281 003	IDEA LTD/STD TCHR/PROF	100.00	2.11	27.11	72.89
6412	IDEA Non-Public	8,200.00	768.78	114.42	(1,182.07)
6969	Title IV ESSA/SSAE Grant				
01 6969 111 000	TITLE IV SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 211 000	TITLE IV GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 221 000	TITLE IV SOCIAL SEC TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 231 000	TITLE IV RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 281 000	TITLE IV LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 340 000	Title IV ESSA/SSAE Grant	0.00	0.00	0.00	0.00
01 6969 490 000	Title IV SSAE Grant Other Materials	0.00	0.00	0.00	0.00
01 6969 610 000	Title IV SSAE Grant Supplies	0.00	0.00	0.00	0.00
6969	Title IV ESSA/SSAE Grant	0.00	0.00	0.00	0.00
6988	ARP - ESSER III After School				
01 6988 111 000	ARP-ESSER III AFTERSchl Teacher Salaries	0.00	0.00	0.00	0.00
01 6988 112 000	ARP ESSER III AFTERSCH-AIDE/PARA	0.00	0.00	0.00	0.00

Expenditure Report by Function/Object -
Detail_KW

08/05/2022 11:49 AM

Regular; Processing Month 08/2022; Fund Number 01

User ID: KAW

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 6988 211 000	ARP-ESSER III AFTERSchl GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 221 000	ARP-ESSER III AFTERSchl SOC SEC TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 222 000	ARP-ESSER III AFTERSchl SOC SEC AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 231 000	ARP-ESSER III AFTERSchl RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 232 000	ARP-ESSER III AFTERSchl RETIREMENT AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 281 000	ARP-ESSER III AFTERSchl LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 282 000	ARP-ESSER III AFTERSchl LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 610 000	ARP-ESSER III AFTERSchl SUPPLIES	0.00	0.00	0.00	0.00
6988	ARP - ESSER III After School	0.00	0.00	0.00	0.00
6989	ARP-ESSER III SUMMER SCHOOL				
01 6989 111 000	ARP-ESSER III summer SALARIES TCHR/PROF	0.00	0.00	0.00	(11,590.00)
01 6989 112 000	ARP-ESSER III summer SALARIES AIDE/PARA	0.00	0.00	0.00	(1,309.95)
01 6989 211 000	ARP-ESSER III summer GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6989 221 000	ARP-ESSER III summer SOC SEC TCHR/PROF	0.00	0.00	0.00	(886.63)
01 6989 222 000	ARP-ESSER III summer SOC SEC AIDE/PARA	0.00	0.00	0.00	(100.22)
01 6989 231 000	ARP-ESSER III summer RET TCHR/PROF	0.00	0.00	0.00	(1,144.84)
01 6989 232 000	STEAM-ESSERS III RET AIDE/PARA	0.00	0.00	0.00	(58.90)
01 6989 281 000	ARP-ESSER III summer LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6989 282 000	ARP-ESSER III summer LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 6989 610 000	ARP-ESSER III summer SUPPLIES	0.00	156.76	0.00	(5,595.48)
6989	ARP-ESSER III SUMMER SCHOOL	0.00	156.76	0.00	(20,686.02)
6992	FEDERAL-REAP				
01 6992 610 003	REAP Grant Expend	0.00	0.00	0.00	0.00
6992	FEDERAL-REAP	0.00	0.00	0.00	0.00
6996	COVID / ESSER				
01 6996 111 000	ESSERS I SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 112 000	COVID CARES ACT SALARIES	0.00	0.00	0.00	0.00
01 6996 132 000	COVID OVERTIME AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 210 000	COVID GROUP INS NON-INSTR	0.00	0.00	0.00	0.00
01 6996 211 000	ESSERS I GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 221 000	ESSERS I SOC SEC TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 222 000	COVID SOC SEC AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 231 000	ESSERS I RET TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 232 000	COVID RETIREMT AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 281 000	ESSERS I LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 282 000	COVID LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 320 000	ESSERS I EDUC SERV SUPPORT	0.00	0.00	0.00	0.00
01 6996 610 000	COVID/ESSER SUPPLIES	0.00	0.00	0.00	0.00
01 6996 643 000	COVID WEB/CLOUD BASED SOFTWARE	0.00	0.00	0.00	0.00
01 6996 733 000	ESSERS/CARES ACT FURNITURE/FIXTURES	0.00	0.00	0.00	0.00

**Expenditure Report by Function/Object -
Detail_KW**

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Regular; Processing Month 08/2022; Fund Number 01

User ID: KAW

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
6996	COVID / ESSER	0.00	0.00	0.00	0.00
6997	ESSER II - CARES ACT				
01 6997 111 000	ESSERS II SALARIES TCHR/PROF	80,000.00	10,117.75	151.51	(41,210.44)
01 6997 211 000	ESSERS II GROUP INS TCHR/PROF	30,000.00	2,820.61	110.68	(3,203.28)
01 6997 221 000	ESSERS II SOC SEC TCHR/PROF	6,500.00	769.90	141.88	(2,722.49)
01 6997 231 000	ESSERS II RETIREMENT TCHR/PROF	10,000.00	999.41	119.73	(1,972.99)
01 6997 281 000	ESSERS II LTD/STD TCHR/PROF	500.00	81.97	191.99	(459.94)
01 6997 330 000	ESSERS II -STAFF DEV/TRAINING	0.00	0.00	0.00	0.00
01 6997 610 000	ESSERS II SUPPLIES	0.00	0.00	0.00	(7,055.06)
01 6997 650 000	ESSERS II - TECH SUPPLIES	1,000.00	0.00	4,023.97	(39,239.68)
01 6997 733 000	ESSERS II (Cares Act)FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
01 6997 734 000	TECH HARDWARE / CAPITAL	5,000.00	0.00	0.00	5,000.00
6997	ESSER II - CARES ACT	133,000.00	14,789.64	168.32	(90,863.88)
6998	ESSERS III Cares Act Funding				
01 6998 330 000	ESSERS III (Cares) Staff Developmt	0.00	0.00	0.00	(6,723.00)
01 6998 450 000	ESSERS III CONSTRUCTION SERV.	0.00	0.00	0.00	(62,439.95)
01 6998 733 000	ESSERS III (Cares)FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
6998	ESSERS III Cares Act Funding	0.00	0.00	0.00	(69,162.95)
8000	TRANSFERS (OUTGOING)				
01 8000 912 000	TRANSFER TO HOT LUNCH	50,000.00	0.00	70.00	15,000.00
01 8000 913 000	TRANSFER TO ACTIVITY ACCT	50,000.00	0.00	0.00	50,000.00
01 8000 917 000	TRANSFER TO EE BEN FUND	0.00	0.00	0.00	0.00
8000	TRANSFERS (OUTGOING)	100,000.00	0.00	35.00	65,000.00
9000	NON-PROGRAM EXPENDITURES				
01 9000 110 000	Kitchen Payroll	65,000.00	283.48	98.08	1,249.22
01 9000 210 000	KITCHEN GROUP INS	20,500.00	722.62	52.19	9,800.87
01 9000 220 000	KITCHEN SOCIAL SECURITY	3,600.00	22.43	111.74	(422.66)
01 9000 230 000	KITCHEN RETIREMENT	6,000.00	28.00	86.30	822.11
01 9000 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 9000 260 000	UNEMPLOYMENT PMTS	0.00	0.00	0.00	0.00
01 9000 280 000	KITCHEN LTD	500.00	9.80	51.01	244.94
01 9000 900 000	MISC EXP-expected carryover	10,000.00	0.00	0.00	10,000.00
9000	NON-PROGRAM EXPENDITURES	105,600.00	1,066.33	79.46	21,694.48
9003	REPAYMENT OF INTERFUND LOAN FR BLDG				
01 9003 001 000	INTERFUND LOANS	0.00	0.00	0.00	0.00
9003	REPAYMENT OF INTERFUND LOAN FR BLDG	0.00	0.00	0.00	0.00
01	GENERAL FUND	6,567,532.00	608,267.72	114.79	(971,331.21)

**Expenditure Report by Function/Object -
Detail_KW**

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Regular; Processing Month 08/2022; Fund Number 01

User ID: KAW

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
Grand Total:		6,567,532.00	608,267.72	114.79	(971,331.21)

Regular; Processing Month 07/2022; Accounts to Include Accounts with Activity; Fund Number 01

Fund: 01 GENERAL FUND						
<u>Account Number</u>	<u>Description</u>	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
01 1100	Taxes Levied/Assessed	5,734,149.00	37,329.98	5,311,596.33	92.63	422,552.67
01 1115	Carline Tax	9,500.00	0.00	18,751.30	197.38	(9,251.30)
01 1125	Motor Vehicle Tax	225,000.00	26,523.63	243,513.45	108.23	(18,513.45)
01 1140	Penalties/Int on Taxes	0.00	479.63	16,115.55	0.00	(16,115.55)
01 1311	Tuition Drivers Education	0.00	0.00	4,450.00	0.00	(4,450.00)
01 1312	Summer School Tuition	5,000.00	0.00	0.00	0.00	5,000.00
01 1315	Tuition from other entities(early entry)	0.00	0.00	1,140.00	0.00	(1,140.00)
01 1370	Preschool tuition	20,000.00	0.00	22,624.00	113.12	(2,624.00)
01 1510	Interest earned	1,000.00	0.00	0.00	0.00	1,000.00
01 1800 1810	Fitness Center Dues	1,600.00	400.00	3,050.00	190.63	(1,450.00)
01 1800 1830	Laptop Fees	5,000.00	0.00	5,599.00	111.98	(599.00)
01 1800 1840	Industrial Arts Fees	1,500.00	0.00	816.50	54.43	683.50
01 1910	Rental Of School Facilities	0.00	0.00	750.00	0.00	(750.00)
01 1911	Local license fees	500.00	0.00	436.57	87.31	63.43
01 1920	Contributions/Donations	0.00	0.00	75.00	0.00	(75.00)
01 1921	City-Police court fines	500.00	0.00	0.00	0.00	500.00
01 1925	Grant Receipts	30,000.00	0.00	43,699.50	145.67	(13,699.50)
01 1990	Misc local revenue (garn)	1,000.00	5.00	74.70	7.47	925.30
01 2110	County Fines & Licence Fees	40,000.00	3,168.55	51,171.04	127.93	(11,171.04)
01 2130	Other County Sources	100.00	0.00	0.00	0.00	100.00
01 2210	ESU Receipts	6,000.00	0.00	5,170.64	86.18	829.36
01 3110	State Aid	39,250.00	0.00	39,250.00	100.00	0.00
01 3120	SPED School Age (SA)	415,000.00	0.00	521,802.00	125.74	(106,802.00)
01 3125	SPED Transportation (SA)	6,500.00	0.00	11,219.00	172.60	(4,719.00)
01 3130	Homestead Exemption	35,000.00	6,916.53	66,516.16	190.05	(31,516.16)
01 3131	Property tax credit	0.00	(7.32)	554,139.69	0.00	(554,139.69)
01 3133	Nameplate Capacity Tax (windmills)	0.00	0.00	61,775.04	0.00	(61,775.04)
01 3180	Pro Rate Motor Vehicle	30,000.00	815.36	12,874.56	42.92	17,125.44
01 3400	State apportionment	65,000.00	0.00	52,487.02	80.75	12,512.98
01 3535	High ability learners	3,500.00	0.00	4,260.00	121.71	(760.00)
01 3541	Sixpence Grant Receipts	86,000.00	0.00	65,226.00	75.84	20,774.00
01 3990	Other State Receipts	0.00	0.00	2.82	0.00	(2.82)
01 4310	REAP Grants	50,000.00	0.00	65,008.00	130.02	(15,008.00)
01 4505	Title I, Part A ESSA	109,000.00	91,478.00	91,478.00	83.92	17,522.00
01 4516	IDEA PreK Base (619) Age 3-5	5,000.00	0.00	1,529.00	30.58	3,471.00
01 4518	SPED - IDEA Base/Enr Pov	275,000.00	0.00	248,316.00	90.30	26,684.00
01 4521	IDEA Part B, Propt, Age 3-21	9,882.00	0.00	5,957.00	60.28	3,925.00
01 4705	Flood control	0.00	0.00	12,369.53	0.00	(12,369.53)
01 4709	Medicaid Admin Activities MAAPS	18,500.00	4,790.18	19,653.87	106.24	(1,153.87)
01 4969	TITLE IV (6969)	0.00	0.00	10,000.00	0.00	(10,000.00)
01 4996	CARES ACT - ESSERS 1	0.00	0.00	69,466.00	0.00	(69,466.00)
01 4997	Cares Act - ESSERS II	0.00	0.00	229,334.00	0.00	(229,334.00)
01 5200	Fund Transfers In (from other HTRS fund)	0.00	0.00	9,005.24	0.00	(9,005.24)
01 5300	Sale of Property	0.00	315.56	418.31	0.00	(418.31)
01 5301	Insurance refunds/adjustments	0.00	0.00	3,448.00	0.00	(3,448.00)
01 5500	TRANSFERS FROM FUNDS (INCOMING)	0.00	3,716.95	50,160.92	0.00	(50,160.92)
01 5690	Other Non-revenue Receipt	0.00	1,554.13	4,611.67	0.00	(4,611.67)
01 9000	Non-programmed Receipts	0.00	0.00	23,673.03	0.00	(23,673.03)
Fund Total:		7,228,481.00	177,486.18	7,963,014.44	110.16	(734,533.44)

Revenue Summary Report

Processing Month: 07/2022

Regular; Processing Month 07/2022; Accounts to Include Accounts with
Activity; Fund Number 01

	<u>Revised Budget</u>	<u>During Month</u>	<u>To Date</u>	<u>% of Budget</u>	<u>Budget Balance</u>
Grand Total:	7,228,481.00	177,486.18	7,963,014.44	110.16	(734,533.44)

**Humboldt Table Tl Rock Steinauer School
Breakfast/Lunch Program**

31-Jul

RECEIPTS

Lunches \$23.85

Int. \$3.30

TOTAL RECEIPTS \$27.15

EXPENSES

Sysco \$613.47

HTRS Gen. Acct. \$5,074.34

TOTAL EXPENSE \$4,330.42

BALANCE \$74,898.82

Activity Fund Balance Report - Summary - Exclude Encumbrances

07/2022 - 07/2022

Regular: Beginning Month 07/2022; Processing Month 07/2022; Accounts to Include Accounts with Activity; Fund Number 05

Fund: 05 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0099	2026	1,644.53	0.00	0.00	0.00	1,644.53
05 704 0100	Athletics - Miscellaneous	(29,898.88)	4,876.14	361.20	0.00	(34,413.82)
05 704 0122	2025	2,417.66	0.00	0.00	0.00	2,417.66
05 704 0123	2021	2,248.13	0.00	0.00	0.00	2,248.13
05 704 0124	2023	4,796.75	0.00	0.00	0.00	4,796.75
05 704 0125	2024	2,105.68	0.00	0.00	0.00	2,105.68
05 704 0126	2022	(233.68)	0.00	23.00	0.00	(210.68)
05 704 0135	Annual	4,740.07	0.00	120.00	0.00	4,860.07
05 704 0136	Drill Team	1,100.19	0.00	0.00	0.00	1,100.19
05 704 0137	Track	54.70	0.00	500.00	0.00	554.70
05 704 0138	Concession	(9,085.73)	0.00	0.00	0.00	(9,085.73)
05 704 0139	FCS	300.00	0.00	0.00	0.00	300.00
05 704 0140	Industrial Arts	3,976.12	0.00	0.00	0.00	3,976.12
05 704 0141	One Act	550.55	0.00	0.00	0.00	550.55
05 704 0142	Student Council - H S	878.04	0.00	0.00	0.00	878.04
05 704 0143	H.S. Youth Leadership	5,256.87	200.00	0.00	0.00	5,056.87
05 704 0144	H.S. Cheerleading	3,073.74	3,190.92	937.55	0.00	820.37
05 704 0145	Legion Scholarship	2,421.96	500.00	0.00	0.00	1,921.96
05 704 0146	Foundation Scholarship	1,125.00	17,600.00	0.00	0.00	(16,475.00)
05 704 0147	Donations	8,076.91	500.00	0.00	0.00	7,576.91
05 704 0148	Activities	5,343.54	1,081.00	165.00	0.00	4,427.54
05 704 0149	Library	6,418.71	0.00	0.00	0.00	6,418.71
05 704 0150	Wrestling	(717.36)	0.00	500.00	0.00	(217.36)
05 704 0151	Grants & Scholarships	3,820.45	0.00	0.00	0.00	3,820.45
05 704 0152	Elementary	671.21	0.00	0.00	0.00	671.21
05 704 0154	Music (new)	(693.10)	0.00	0.00	0.00	(693.10)
05 704 0155	Snack Cart	(337.31)	0.00	17.65	0.00	(319.66)
05 704 0156	Leap Program	4,564.00	0.00	0.00	0.00	4,564.00
05 704 0157	COF	2,447.45	0.00	0.00	0.00	2,447.45
05 704 0161	StuCo - Middle School	2,186.19	0.00	0.00	0.00	2,186.19
05 704 0162	Mock Trial	705.43	0.00	0.00	0.00	705.43
05 704 0163	Volleyball Club	5,298.46	40.00	645.00	0.00	5,903.46
05 704 0164	Golf Club	2,954.50	0.00	0.00	0.00	2,954.50
05 704 0165	Middle School-Youth Leadership	1,031.66	0.00	0.00	0.00	1,031.66
05 704 0166	Power Lifting	2,957.30	0.00	0.00	0.00	2,957.30
05 704 0168	Speech	1,273.31	0.00	0.00	0.00	1,273.31

Activity Fund Balance Report - Summary - Exclude Encumbrances
07/2022 - 07/2022

Regular: Beginning Month 07/2022; Processing Month 07/2022; Accounts to Include Accounts with Activity: Fund Number 05

Fund: 05 ACTIVITY FUND

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0169	MIS Robotics	2,513.71	0.00	0.00	0.00	2,513.71
05 704 0171	Boys Basketball	3,680.28	0.00	0.00	0.00	3,680.28
05 704 0172	Girls Basketball	87.59	0.00	550.00	0.00	637.59
05 704 0173	Sport Posters	12,196.18	0.00	0.00	0.00	12,196.18
05 704 0174	Football Club	2,507.85	700.00	520.00	0.00	2,327.85
05 704 0175	FFA	(3,966.61)	0.00	0.00	0.00	(3,966.61)
05 704 0176	HS Robotics	1,166.15	0.00	0.00	0.00	1,166.15
05 704 0995	Interest	303.69	0.00	2.22	0.00	305.91
05 704 0996	Service Charge	(143.66)	0.00	0.00	0.00	(143.66)
Fund Total: 05		61,818.23	28,688.06	4,341.62	0.00	37,471.79

**HTRS ACCOUNT BALANCES - Cash on Hand
7.31.2022**

ACTIVITY ACCOUNT	x488	\$37,471.79
BREAKFAST/LUNCH	x462	\$74,898.82
BUILDING FUND	x0640	\$622,234.01
DEPRECIATION	x3541	\$626,069.31
EMPLOYEE BEN FUND MM	x7455	\$164,857.59
GENERAL FUND	x2567	\$2,091,677.10
OFFICE ACCOUNT	x3638	\$4,550.54
PAYROLL FUND	x2648	\$16,394.67
QCPUF	x2583	\$6,858.88
STUDENT FEES	x5156	\$12,361.50

INTERNAL TRANSFERS			
<u>GENERAL to LUNCH FUND</u>	<u>12/1/2021</u>	\$	20,000
	<u>2/14/2022</u>	\$	5,000

**Expenditure Report by Function/Object -
Detail_KW**

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Regular; Processing Month 08/2022; END OF FISCAL YEAR 2022 GENERAL Fund
Number 01

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01	GENERAL FUND				
1100	REGULAR INSTRUCTIONAL PROGRAMS				
01 1100 111 000	Extra Duty Salary	158,000.00	3,809.68	95.21	7,575.76
01 1100 111 001	HS Teacher Salaries	725,000.00	64,622.13	111.35	(82,252.92)
01 1100 111 002	MS Teacher Salaries	239,000.00	17,026.48	83.35	39,801.82
01 1100 111 003	EL Teacher Salaries	374,250.00	34,567.65	121.99	(82,289.64)
01 1100 112 002	MS AIDE/PARA	70,000.00	0.00	0.00	70,000.00
01 1100 112 003	EL AIDE/PARA	15,000.00	0.00	145.45	(6,817.07)
01 1100 113 001	HS SUB TCHR	13,000.00	0.00	268.42	(21,895.00)
01 1100 113 002	MS SUB TCHR	2,000.00	0.00	0.00	2,000.00
01 1100 113 003	EL SUB TCHR	22,000.00	0.00	108.72	(1,917.64)
01 1100 153 000	TEACH SUB/CLASS COVERAGE	3,500.00	0.00	96.50	122.50
01 1100 153 001	EXTRA DUTY / STIPENDS	4,500.00	3,997.09	242.99	(6,434.59)
01 1100 153 002	CERT Unused Leave Payouts	7,000.00	(4,652.00)	111.70	(819.00)
01 1100 211 000	D GROUP INSURANCE	28,000.00	301.41	94.42	1,562.43
	TCHR/PROF				
01 1100 211 001	HS GROUP INSURANCE	243,500.00	21,030.11	99.74	623.03
	TCHR/PROF				
01 1100 211 002	MS GROUP INSURANCE	69,800.00	5,542.49	90.27	6,793.24
	TCHR/PROF				
01 1100 211 003	EL GROUP INSURANCE	147,800.00	13,581.27	107.86	(11,619.54)
	TCHR/PROF				
01 1100 212 003	EL GROUP INSURANCE	0.00	0.00	0.00	(468.67)
	AIDE/PARA				
01 1100 213 001	CERTIFIED CLASS COVG-BCBS	0.00	0.00	0.00	0.00
01 1100 213 003	CERTIFIED CLASS COVG-BCBS	0.00	0.00	0.00	0.00
01 1100 221 000	D SOCIAL SECURITY TCHR/PROF	0.00	290.39	0.00	(11,399.38)
01 1100 221 001	HS SOCIAL SECURITY	44,500.00	4,876.40	136.99	(16,461.92)
	TCHR/PROF				
01 1100 221 002	MS SOCIAL SECURITY	15,000.00	1,268.35	98.99	151.93
	TCHR/PROF				
01 1100 221 003	EL SOCIAL SECURITY TCHR/PROF	23,800.00	2,622.96	144.80	(10,661.68)
01 1100 222 001	HS SOCIAL SECURITY AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 222 002	MS SOCIAL SECURITY AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 222 003	EL SOCIAL SECURITY AIDE/PARA	0.00	0.00	0.00	(1,673.11)
01 1100 223 000	SOCIAL SECURITY Tchr Sub Pav	0.00	0.00	0.00	(258.24)
01 1100 223 001	HS SOCIAL SECURITY SUB TCHR	0.00	305.78	0.00	(3,505.72)
01 1100 223 002	MS SOCIAL SECURITY SUB TCHR	0.00	(355.95)	0.00	(597.84)
01 1100 223 003	EL SOCIAL SECURITY SUB TCHR	0.00	0.00	0.00	(1,831.51)
01 1100 231 000	D RETIREMENT TCHR/PROF	0.00	376.30	0.00	(13,321.88)
01 1100 231 001	HS RETIREMENT TCHR/PROF	71,000.00	6,383.23	107.81	(5,541.87)
01 1100 231 002	MS RETIREMENT TCHR/PROF	24,000.00	1,681.85	81.98	4,323.67
01 1100 231 003	EL RETIREMENT TCHR/PROF	34,500.00	3,414.51	126.17	(9,028.62)
01 1100 232 001	HS RETIREMENT AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 232 002	MS RETIREMENT AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 232 003	EL RETIREMENT AIDE/PARA	0.00	0.00	0.00	(2,007.00)
01 1100 233 000	RETIREMENT Tchr Class Cova	0.00	0.00	0.00	(333.69)
01 1100 233 001	HS RETIREMENT SUB TCHR	0.00	394.82	0.00	(1,080.12)
01 1100 233 002	MS RETIREMENT SUB TCHR	0.00	0.00	0.00	0.00
01 1100 233 003	EL RETIREMENT SUB TCHR	0.00	0.00	0.00	(544.06)
01 1100 237 000	D RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 1100 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1100 237 002	MSIncreased Retirement Contribution Rate	0.00	0.00	0.00	0.00

**Expenditure Report by Function/Object -
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Regular; Processing Month 08/2022; END OF FISCAL YEAR 2022 GENERAL Fund
Number 01

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 1100 237 003	ELIncreased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1100 260 000	D UNEMPLOYMENT PMTS	0.00	0.00	0.00	(348.25)
01 1100 281 000	D LTD/STD TCHR/PROF	0.00	3.37	0.00	(272.55)
01 1100 281 001	HS LTD/STD TCHR/PROF	1,300.00	452.64	411.88	(4,054.44)
01 1100 281 002	MS LTD/STD TCHR/PROF	500.00	108.99	253.39	(766.96)
01 1100 281 003	EL LTD/STD TCHR/PROF	800.00	245.11	376.31	(2,210.46)
01 1100 282 001	HS LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 282 002	MS LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 1100 282 003	EL LTD/STD AIDE/PARA	0.00	0.00	0.00	(94.42)
01 1100 283 001	LTD/STD SUB TCHR	0.00	0.00	0.00	0.00
01 1100 283 003	LTD/STD SUB TCHR	0.00	0.00	0.00	(22.99)
01 1100 320 000	PROF EDUC SERVICES	0.00	0.00	0.00	(6,915.92)
01 1100 333 000	MILEAGE PAID TO CERTIFIED	0.00	90.00	0.00	(1,583.78)
01 1100 382 001	Tuition - Distance Learning	0.00	744.76	0.00	(5,741.68)
01 1100 382 002	Tuition - Distance Learning	0.00	0.00	0.00	0.00
01 1100 440 000	DISTRICT RENTALS/LEASES	20,000.00	1,976.73	195.53	(19,105.73)
01 1100 580 000	INSTRUCTIONAL TRAVEL EXPENSES	1,000.00	0.00	0.00	1,000.00
01 1100 610 001	HS Teaching Supplies	25,000.00	1,381.82	114.06	(3,514.56)
01 1100 610 002	MS Teaching Supplies	10,000.00	472.25	68.52	3,148.25
01 1100 610 003	EL Teaching Supplies	15,000.00	447.55	51.43	7,285.92
01 1100 640 001	HS Textbooks	25,000.00	84.71	36.35	15,913.03
01 1100 640 002	MS Textbooks	20,000.00	248.53	11.84	17,631.89
01 1100 640 003	EL Textbooks	15,000.00	0.00	11.55	13,268.21
01 1100 643 000	WEB/CLOUD BASED SOFTWARE	1,000.00	6,002.39	1,887.51	(17,875.13)
01 1100 733 001	HS Furniture And Equipment	1,000.00	0.00	246.50	(1,465.00)
01 1100 733 002	MS Furniture And Equipment	1,000.00	0.00	30.00	700.00
01 1100 733 003	EL Furniture And Equipment	0.00	0.00	0.00	(1,273.76)
01 1100 890 001	HS Other Expense	5,000.00	0.00	147.50	(2,374.97)
01 1100 890 002	MS Other Expense	4,000.00	0.00	17.00	3,320.00
01 1100 890 003	EL Other Expense	6,000.00	0.00	35.18	3,889.40
1100	REGULAR INSTRUCTIONAL PROGRAMS	2,486,750.00	193,343.80	106.49	(161,270.23)
1150	LIMITED ENGLISH PROF PROGRAMS				
01 1150 111 003	LEP/ESL SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 211 003	ELA GROUP INSURANCE TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 221 003	ELA SOCIAL SECURITY TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 231 003	ELA RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 1150 281 003	ELA LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
1150	LIMITED ENGLISH PROF PROGRAMS	0.00	0.00	0.00	0.00
1160	POVERTY PROGRAMS				
01 1160 111 003	Teacher Salaries - Poverty	0.00	17,112.56	0.00	(171,125.87)
01 1160 113 003	Substitute Salaries - Poverty	0.00	0.00	0.00	0.00
01 1160 211 003	Health Insurance - Poverty	0.00	3,634.67	0.00	(36,001.98)
01 1160 221 003	Social Security - Poverty	0.00	1,287.44	0.00	(12,873.64)
01 1160 231 003	Retirement - Poverty	0.00	1,690.33	0.00	(16,903.40)
01 1160 281 003	Long Term Disability - Poverty	0.00	106.57	0.00	(1,048.82)
01 1160 610 003	Teaching Supplies - Poverty	0.00	0.00	0.00	0.00
01 1160 890 003	Other Expense - Poverty	0.00	0.00	0.00	0.00
1160	POVERTY PROGRAMS	0.00	23,831.57	0.00	(237,953.71)
1190	EARLY CHILDHOOD ED PROGRAMS				

**Expenditure Report by Function/Object -
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Regular; Processing Month 08/2022; END OF FISCAL YEAR 2022 GENERAL Fund
Number 01

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 1190 111 003	Early Childhood Salary	103,430.00	8,618.87	100.00	4.00
01 1190 112 003	EC Early Childhood Aide	8,600.00	0.00	89.84	874.15
01 1190 113 003	EC Substitute Salaries	1,000.00	0.00	14.00	860.00
01 1190 211 003	EC Health Insurance	35,000.00	3,212.55	106.47	(2,263.66)
01 1190 221 003	EC Social Security	8,650.00	646.59	89.80	882.26
01 1190 222 003	EC SOC SEC AIDE/PARA	100.00	0.00	595.43	(495.43)
01 1190 223 003	EC SOC SEC SUB TCHR	0.00	0.00	0.00	(10.71)
01 1190 231 003	EC Retirement	10,225.00	851.35	99.91	8.79
01 1190 232 003	RETIREMENT AIDE/PARA	0.00	0.00	0.00	(763.14)
01 1190 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1190 281 003	EC LTD/STD TCHR/PROF	100.00	63.23	740.98	(640.98)
01 1190 282 003	LTD/STD AIDE/PARA	0.00	0.00	0.00	(57.83)
01 1190 283 003	LTD/STD SUB TCHR	0.00	0.00	0.00	0.00
01 1190 330 003	EC STAFF DEVELOPMENT/TRAINING	500.00	0.00	60.00	200.00
01 1190 333 003	EC Mileage	0.00	0.00	0.00	0.00
01 1190 610 003	EC Supplies	500.00	0.00	363.67	(1,318.33)
01 1190 733 003	EC Furniture & Equipment	1,000.00	0.00	263.76	(1,637.55)
1190	EARLY CHILDHOOD ED PROGRAMS	169,105.00	13,392.59	102.58	(4,358.43)
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS				
01 1200 111 001	HS SPED Teacher Salaries	140,000.00	11,550.70	100.40	(555.65)
01 1200 111 002	MS SPED Teacher Salaries	70,500.00	5,881.01	97.54	1,733.19
01 1200 111 003	EL SPED Teacher Salaries	150,000.00	14,090.20	141.64	(62,458.87)
01 1200 112 001	HS SPED Teacher Aide	0.00	0.00	0.00	0.00
01 1200 112 002	MS SPED Teacher Aide	0.00	0.00	0.00	0.00
01 1200 112 003	EL SPED Teacher Aide	200,000.00	250.02	63.04	73,927.55
01 1200 113 001	HS SPED Substitute Salaries	0.00	0.00	0.00	0.00
01 1200 113 002	MS SPED Substitute Salaries	0.00	0.00	0.00	0.00
01 1200 113 003	EL SPED Substitute Salaries	0.00	0.00	0.00	(560.00)
01 1200 211 001	HS SPED GROUP INS TCHR/PROF	55,000.00	4,227.18	90.59	5,173.10
01 1200 211 002	MS SPED GROUP INS TCHR/PROF	18,000.00	1,431.02	90.47	1,714.64
01 1200 211 003	EL SPED GROUP INS TCHR/PROF	55,000.00	4,969.30	116.30	(8,962.68)
01 1200 212 003	EL SPED GROUP INS AIDE/PARA	0.00	0.00	0.00	(137.64)
01 1200 221 001	HS SPED SOCIAL SECURITY TCHR/PROF	15,000.00	878.16	71.24	4,313.98
01 1200 221 002	MS SPED SOCIAL SECURITY TCHR/PROF	8,000.00	446.82	65.35	2,772.22
01 1200 221 003	EL SPED SOCIAL SECURITY TCHR/PROF	14,000.00	1,066.20	115.18	(2,125.71)
01 1200 222 003	EL SPED SOCIAL SECURITY AIDE/PARA	14,000.00	19.83	68.86	4,358.97
01 1200 223 003	EL SPED SOCIAL SECURITY SUB TCHR	0.00	0.00	0.00	(42.84)
01 1200 231 001	HS SPED RETIREMENT TCHR/PROF	15,000.00	1,140.96	92.41	1,138.10
01 1200 231 002	MS SPED RETIREMENT TCHR/PROF	12,000.00	580.91	56.51	5,218.32
01 1200 231 003	EL SPED RETIREMENT TCHR/PROF	15,000.00	1,391.80	139.76	(5,964.43)
01 1200 232 003	EL SPED RETIREMENT AIDE/PARA	20,000.00	24.70	57.22	8,555.66
01 1200 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1200 237 002	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1200 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00

**Expenditure Report by Function/Object -
Detail_KW**

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Regular; Processing Month 08/2022; END OF FISCAL YEAR 2022 GENERAL Fund
Number 01

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 1200 281 001	HS SPED LTD/STD TCHR/PROF	500.00	79.94	191.76	(458.81)
01 1200 281 002	MS SPED LTD/STD TCHR/PROF	500.00	41.75	97.21	13.95
01 1200 281 003	HS SPED LTD/STD TCHR/PROF	500.00	103.26	303.92	(1,019.59)
01 1200 282 003	EL SPED LTD/STD AIDE/PARA	500.00	9.13	107.88	(39.41)
01 1200 330 000	SPED STAFF DEV/TRAINING	1,000.00	341.45	407.50	(3,075.00)
01 1200 333 000	SPED Mileage to Staff	0.00	0.00	0.00	0.00
01 1200 340 003	Non-ESU OTHER PROF SERVICES	0.00	0.00	0.00	(1,200.00)
01 1200 580 000	SPED TRAVEL EXPENSES	0.00	0.00	0.00	0.00
01 1200 591 001	HS PURCHASED SERVICES	0.00	0.00	0.00	(68,523.49)
01 1200 591 002	MS PURCHASED SERVICES	0.00	0.00	0.00	(17,554.19)
01 1200 591 003	EL PURCHASED SERVICES	0.00	0.00	0.00	(106,909.32)
01 1200 610 001	HS SPED Supplies	0.00	0.00	0.00	(1,244.16)
01 1200 610 002	MS SPED Supplies	0.00	78.95	0.00	(478.95)
01 1200 610 003	EL SPED Supplies	5,000.00	0.00	59.84	2,008.04
01 1200 640 001	HS SPED Textbooks	0.00	0.00	0.00	0.00
01 1200 640 002	MS SPED Textbooks	2,000.00	0.00	0.00	2,000.00
01 1200 640 003	EL SPED Textbooks	0.00	0.00	0.00	0.00
01 1200 643 000	SPED Web/Cloud Based Software	2,000.00	199.99	453.31	(7,066.27)
01 1200 650 000	SPED Computer Hardware	0.00	0.00	0.00	(11,784.48)
01 1200 733 001	HS SPED Furniture And Equipment	0.00	0.00	0.00	0.00
01 1200 733 002	MS SPED Furniture And Equipment	0.00	0.00	0.00	0.00
01 1200 733 003	EL SPED Furniture And Equipment	0.00	2,830.50	0.00	(2,830.50)
1200	SPECIAL EDUCATION INSTRUCTIONAL PROGRAMS	813,500.00	51,633.78	123.36	(190,064.27)
1291	SPED 3-5 YO				
01 1291 111 003	SPED PREK SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 1291 211 003	Sped BAF - BCBS	0.00	0.00	0.00	0.00
01 1291 221 003	SPED BAF - Fica	0.00	0.00	0.00	0.00
01 1291 231 003	SPED BAF - Retire	0.00	0.00	0.00	0.00
01 1291 281 003	SPED BAF - LTD	0.00	0.00	0.00	0.00
01 1291 591 003	SPED 3-5 YO PURCH SERVICES	0.00	0.00	0.00	(254.18)
1291	SPED 3-5 YO	0.00	0.00	0.00	(254.18)
1292	SPED DIRECTOR				
01 1292 591 003	EC SPED DIR 0-2 vo	0.00	0.00	0.00	(1,393.90)
1292	SPED DIRECTOR	0.00	0.00	0.00	(1,393.90)
1300	SUMMER SCHOOL				
01 1300 111 001	Driver's Education Salarv	3,000.00	0.00	0.00	3,000.00
01 1300 221 001	DrEd Social Security	500.00	0.00	0.00	500.00
01 1300 231 001	DrEd Retirement	500.00	0.00	0.00	500.00
01 1300 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 1300 281 001	DrEd LTD/STD	0.00	0.00	0.00	0.00
01 1300 338 001	DrEd Repairs	0.00	0.00	0.00	0.00
01 1300 580 001	DrEd GAS & OIL	500.00	113.00	86.80	66.00
1300	SUMMER SCHOOL	4,500.00	113.00	9.64	4,066.00
2120	GUIDANCE SERVICES				
01 2120 111 001	HS Counselor's Salary	98,400.00	3,828.32	46.69	52,460.27
01 2120 111 002	MS Counselor's Salary	30,000.00	2,298.35	91.93	2,420.02
01 2120 111 003	EL Counselor's Salary	68,000.00	0.00	0.00	68,000.00
01 2120 211 001	HS Group Ins Counselor	32,000.00	873.85	31.75	21,838.70
01 2120 211 002	MS Group Ins Counselor	7,000.00	498.29	83.08	1,184.50
01 2120 211 003	EL Group Ins Counselor	9,000.00	0.00	0.00	9,000.00

**Expenditure Report by Function/Object -
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Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 2120 221 001	HS Social Security	8,000.00	294.16	44.13	4,469.98
01 2120 221 002	MS Social Security	2,000.00	176.62	105.97	(119.43)
01 2120 221 003	EL Social Security	1,000.00	0.00	0.00	1,000.00
01 2120 231 001	HS Retirement COUNSELOR	9,500.00	342.33	43.37	5,380.24
01 2120 231 002	MS Retirement COUNSELOR	3,000.00	203.98	81.84	544.75
01 2120 231 003	EL Retirement COUNSELOR	1,500.00	0.00	0.00	1,500.00
01 2120 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2120 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2120 281 001	HS LTD/STD COUNSELOR	100.00	24.94	296.18	(196.18)
01 2120 281 002	MS LTD/STD COUNSELOR	100.00	14.95	177.72	(77.72)
01 2120 281 003	EL LTD/STD COUNSELOR	100.00	0.00	0.00	100.00
01 2120 610 001	HS Guidance Supplies	4,000.00	0.00	114.74	(589.70)
01 2120 610 002	MS Guidance Supplies	500.00	0.00	0.00	500.00
01 2120 610 003	EL Guidance Supplies	500.00	0.00	0.00	500.00
01 2120 890 001	HS Other Expense	0.00	0.00	0.00	0.00
01 2120 890 002	MS Other Expense	0.00	0.00	0.00	0.00
01 2120 890 003	EL Other Expense	0.00	0.00	0.00	0.00
2120	GUIDANCE SERVICES	274,700.00	8,555.79	38.87	167,915.43
2130	HEALTH SERVICES				
01 2130 116 000	SALARIES NURSE	40,000.00	0.00	111.06	(4,422.69)
01 2130 216 000	GROUP INSURANCE NURSE	0.00	0.00	0.00	0.00
01 2130 226 000	SOCIAL SECURITY NURSE	3,000.00	0.00	113.73	(411.75)
01 2130 236 000	RETIREMENT NURSE	3,600.00	0.00	117.88	(643.54)
01 2130 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2130 286 000	LTD/STD NURSE	100.00	0.00	175.12	(75.12)
01 2130 320 000	Student Health Screenings	0.00	0.00	0.00	(2,152.00)
01 2130 610 000	Nurse Supplies	6,000.00	0.00	66.49	2,010.57
2130	HEALTH SERVICES	52,700.00	0.00	110.81	(5,694.53)
2141	SPED SA Psvch Services				
01 2141 591 000	SPED SA Psvch Services	0.00	289.33	0.00	(104,335.53)
2141	SPED SA Psych Services	0.00	289.33	0.00	(104,335.53)
2142	SPED 3-5 Psvch Services				
01 2142 591 003	SPED 3-5 Psvch Services	0.00	0.00	0.00	0.00
2142	SPED 3-5 Psvch Services	0.00	0.00	0.00	0.00
2143	SPED 0-2 Psvch Services				
01 2143 591 003	SPED 0-2 Psvch Services	0.00	0.00	0.00	0.00
2143	SPED 0-2 Psvch Services	0.00	0.00	0.00	0.00
2151	SPED SA Speech/Audiology				
01 2151 111 001	Speech Path HS SALARIES TCHR/PROF	11,500.00	949.31	99.06	108.17
01 2151 111 002	Speech Path MS RETIREMENT TCHR/PROF	9,000.00	749.46	99.93	6.48
01 2151 111 003	Speech Path EL SALARIES TCHR/PROF	21,000.00	1,748.73	99.93	15.02
01 2151 211 001	Speech Path HS GROUP INS TCHR/PROF	0.00	340.67	0.00	(4,382.16)
01 2151 211 002	Speech Path MS GROUP INS TCHR/PROF	0.00	268.95	0.00	(3,459.56)
01 2151 211 003	Speech Path EL GROUP INS TCHR/PROF	0.00	627.55	0.00	(8,072.27)

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01 2151 221 001	Speech Path HS SOC SECTCHR/PROF	800.00	72.93	109.42	(75.39)
01 2151 221 002	Speech Path MS SOC SEC TCHR/PROF	700.00	57.59	98.74	8.81
01 2151 221 003	Speech Path EL SOC SEC TCHR/PROF	1,700.00	134.35	94.86	87.30
01 2151 231 001	Speech Path HS RETIREMENT TCHR/PROF	1,200.00	93.77	93.78	74.68
01 2151 231 002	Speech Path MS RETIREMENT TCHR/PROF	1,000.00	74.03	88.84	111.64
01 2151 231 003	Speech Path EL RETIREMENT TCHR/PROF	2,100.00	172.74	98.71	27.12
01 2151 281 001	Speech Path HS LTD/STD TCHR/PROF	25.00	4.01	206.24	(26.56)
01 2151 281 002	Speech Path MS LTD/STD TCHR/PROF	20.00	3.17	203.80	(20.76)
01 2151 281 003	Speech Path HS LTD/STD TCHR/PROF	45.00	7.39	211.02	(49.96)
01 2151 591 000	SPED SA Speech/Audioloav	10,000.00	0.00	164.47	(6,447.30)
01 2151 610 000	SPED Soeech Path SUPPLIES	1,000.00	0.00	12.34	876.56
2151	SPED SA Speech/Audiology	60,090.00	5,304.65	135.31	(21,218.18)
2152	SPED 3-5 Speech/Audioloav				
01 2152 340 003	SPED 3-5 Speech/Audiology Prf Serv	0.00	0.00	0.00	0.00
01 2152 591 003	SPED 3-5 Speech/Audioloav	0.00	0.00	0.00	(71.15)
2152	SPED 3-5 Speech/Audiology	0.00	0.00	0.00	(71.15)
2153	SPED 0-2 Speech/Audioloav				
01 2153 591 003	SPED 0-2 Speech/Audioloav	0.00	0.00	0.00	(71.15)
2153	SPED 0-2 Speech/Audiology	0.00	0.00	0.00	(71.15)
2161	SPED SA OccTherapy				
01 2161 340 000	SPED SA OccTherapy (nonESU)	15,000.00	655.13	321.38	(33,206.89)
2161	SPED SA OccTherapy	15,000.00	655.13	321.38	(33,206.89)
2162	SPED 3-5 OccTherapy				
01 2162 340 003	SPED 3-5 OccTherapy (nonESU)	0.00	0.00	0.00	0.00
2162	SPED 3-5 OccTherapy	0.00	0.00	0.00	0.00
2163	SPED 0-2 OccTherapy				
01 2163 340 003	SPED 0-2 OccTherapy (nonESU)	0.00	0.00	0.00	0.00
2163	SPED 0-2 OccTherapy	0.00	0.00	0.00	0.00
2171	SPED SA PhvsTherapy				
01 2171 340 000	SPED SA PhvsTherapy (nonESU)	10,000.00	1,271.50	130.03	(3,002.94)
2171	SPED SA PhvsTherapy	10,000.00	1,271.50	130.03	(3,002.94)
2172	SPED 3-5 PhvsTherapy				
01 2172 340 003	SPED 3-5 PhvsTherapy (nonESU)	0.00	0.00	0.00	0.00
2172	SPED 3-5 PhvsTherapy	0.00	0.00	0.00	0.00
2173	SPED 0-2 PhvsTherapy				
01 2173 340 003	SPED 0-2 PhvsTherapy (nonESU)	0.00	0.00	0.00	0.00
2173	SPED 0-2 PhvsTherapy	0.00	0.00	0.00	0.00
2181	SPED SA Vision Services				
01 2181 340 000	SPED SA-Vision Prof Serv	0.00	0.00	0.00	0.00
01 2181 591 000	SPED SA Vision Services	0.00	0.00	0.00	0.00
2181	SPED SA Vision Services	0.00	0.00	0.00	0.00
2182	SPED 3-5 Vision Services				

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01 2182 340 003	SPED 3-5YO Vision Serv	0.00	0.00	0.00	0.00
01 2182 591 003	SPED 3-5 Vision Services	0.00	0.00	0.00	0.00
2182	SPED 3-5 Vision Services	0.00	0.00	0.00	0.00
2183	SPED 0-2 Vision Services				
01 2183 340 003	SPED 0-2YO Vision Services	0.00	0.00	0.00	0.00
01 2183 591 003	SPED 0-2 Vision Services	0.00	0.00	0.00	0.00
2183	SPED 0-2 Vision Services	0.00	0.00	0.00	0.00
2211	SCHOOL IMPROVEMENT				
01 2211 111 000	School Impr - Salaries	0.00	0.00	0.00	0.00
01 2211 333 000	School Impr - Travel	0.00	0.00	0.00	0.00
2211	SCHOOL IMPROVEMENT	0.00	0.00	0.00	0.00
2213	SCHOOL IMPROVEMENT				
01 2213 330 000	INSTRUCTIONAL STAFF DEV/TRAINING	2,000.00	2,830.00	508.77	(8,175.35)
2213	SCHOOL IMPROVEMENT	2,000.00	2,830.00	508.77	(8,175.35)
2220	LIBRARY/MEDIA SERVICES				
01 2220 111 000	Librarv/Media Tchr Salaries	60,000.00	4,996.38	99.93	43.00
01 2220 112 000	Librarv Aide Salary	0.00	0.00	0.00	0.00
01 2220 113 000	L/M Substitute Salaries	0.00	0.00	0.00	0.00
01 2220 211 000	L/M Group Ins	23,000.00	1,444.67	73.32	6,135.56
01 2220 221 000	L/M Social Security TCHR/PROF	4,500.00	353.27	94.43	250.68
01 2220 222 000	L/M Social Security AIDE	0.00	0.00	0.00	0.00
01 2220 231 000	L/M Retirement TCHR/PROF	6,000.00	493.53	98.71	77.62
01 2220 232 000	L/M Retirement AIDE	150.00	0.00	0.00	150.00
01 2220 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2220 281 000	L/M LTD/STD TCHR/PROF	300.00	34.74	137.61	(112.84)
01 2220 282 000	L/M LTD/STD AIDE	0.00	0.00	0.00	0.00
01 2220 610 000	L/M Supplies	300.00	0.00	0.00	300.00
01 2220 640 000	Librarv Books & Subscriptions	5,000.00	149.00	97.68	115.86
01 2220 650 000	L/M Computer Software	2,000.00	0.00	0.00	2,000.00
01 2220 733 000	L/M Furniture And Equipment	0.00	0.00	0.00	0.00
01 2220 890 000	L/M Other Expense	0.00	0.00	0.00	0.00
2220	LIBRARY/MEDIA SERVICES	101,250.00	7,471.59	91.15	8,959.88
2224	EDUCATIONAL TELEVISION SERVICES				
01 2224 382 000	Distant Learning / Internet	0.00	0.00	0.00	(7,600.00)
2224	EDUCATIONAL TELEVISION SERVICES	0.00	0.00	0.00	(7,600.00)
2230	INSTRUCTION RELATED TECH				
01 2230 111 000	Technoloav Coordinator	60,000.00	6,354.77	127.10	(16,257.24)
01 2230 116 000	Technoloav Support Staff	70,000.00	11,247.63	156.92	(39,841.66)
01 2230 211 000	Technoloav Group Ins TCHR/PROF	23,000.00	1,535.12	80.05	4,589.55
01 2230 216 000	Technoloav Group Ins SUPPORT PROF CLASS	18,000.00	3,326.10	219.03	(21,425.71)
01 2230 221 000	Technology Social Security TCHR/PROF	7,000.00	478.17	81.97	1,262.10
01 2230 226 000	Technology Social Security PROF CLASS	8,000.00	837.59	101.67	(133.48)
01 2230 231 000	Technoloav Retirement TCHR/PROF	7,000.00	627.70	107.61	(532.51)
01 2230 236 000	Technology Retirement PROF CLASS	6,000.00	865.66	176.74	(4,604.60)
01 2230 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2230 281 000	Technoloav LTD/STD TCHR/PROF	500.00	39.96	95.83	20.84

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01 2230 286 000	Technoloav LTD/STD PROF CLASS	500.00	51.00	122.00	(110.00)
01 2230 333 000	TECH Mileage	0.00	0.00	0.00	0.00
01 2230 591 000	TECH PURCHASED SERVICES	0.00	0.00	0.00	(487.50)
01 2230 643 000	TECH Web/Cloud Based Software	60,000.00	695.00	143.79	(26,272.97)
01 2230 650 000	TECH Supplies/Soft/Hardware	100,000.00	3,185.00	78.06	21,936.35
01 2230 734 000	TECH Hardware Capital Outlay	0.00	0.00	0.00	0.00
01 2230 735 000	TECH Software Capital Outlay	0.00	0.00	0.00	0.00
2230	INSTRUCTION RELATED TECH	360,000.00	29,243.70	122.74	(81,856.83)
2310	BOARD OF EDUCATION				
01 2310 330 000	BOE DEV/TRAINING	2,500.00	0.00	45.70	1,357.55
01 2310 520 000	PROPERTY/LIABILITY INSURANCE	65,000.00	66,726.00	186.95	(56,519.00)
01 2310 540 000	ADVERTISING	10,000.00	934.78	97.61	238.87
01 2310 610 000	BOE Supplies	0.00	0.00	0.00	0.00
01 2310 810 000	BOE Dues & Fees	12,000.00	0.00	93.11	827.26
01 2310 890 000	BOE Misc Expense	0.00	0.00	0.00	(1,247.94)
2310	BOARD OF EDUCATION	89,500.00	67,660.78	161.84	(55,343.26)
2320	EXECUTIVE ADMINISTRATION				
01 2320 105 000	SUPERINTENDENT SALARY	132,000.00	11,000.00	100.00	0.00
01 2320 155 000	SUPT ADDTL COMP	3,000.00	0.00	0.00	3,000.00
01 2320 159 000	SUPT Cell Stipend	900.00	0.00	0.00	900.00
01 2320 215 000	SUPT GROUP INS	18,500.00	1,462.06	94.84	955.28
01 2320 221 000	SUPT SOCIAL SECURITY	0.00	0.00	0.00	0.00
01 2320 223 000	SOC SEC SUPT STIPEND	0.00	7.65	0.00	(7.65)
01 2320 225 000	SUPT SOCIAL SECURITY	10,000.00	836.36	100.36	(36.46)
01 2320 233 000	RET SUPT STIPEND	0.00	9.88	0.00	(9.88)
01 2320 235 000	SUPT RETIREMENT	0.00	1,086.56	0.00	(13,038.72)
01 2320 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2320 285 000	SUPT LTD/STD OTHER BENEFITS (CELL	400.00	44.90	135.20	(140.80)
01 2320 295 000	PHONE/moving)	0.00	0.00	0.00	0.00
01 2320 310 000	SUPT DUES & FEES	1,200.00	0.00	82.50	210.00
01 2320 330 000	SUPT Staff Dev/Training	2,500.00	736.75	236.35	(3,408.63)
01 2320 333 000	SUPT Mileage	0.00	100.00	0.00	(100.00)
01 2320 560 000	SUPT Computer Hardware	0.00	0.00	0.00	0.00
01 2320 580 000	SUPT TRAVEL EXPENSES	500.00	0.00	0.00	500.00
01 2320 610 000	SUPT Supplies	3,000.00	0.00	41.26	1,762.16
01 2320 650 000	SUPT Computer Software	5,000.00	1,849.00	100.96	(48.00)
01 2320 733 000	SUPT Furniture & Equipment	0.00	0.00	0.00	0.00
01 2320 890 000	SUPT Other Expense	2,500.00	765.00	30.60	1,735.00
2320	EXECUTIVE ADMINISTRATION	179,500.00	17,898.16	104.31	(7,727.70)
2330	District Legal Services				
01 2330 317 000	LEGAL SERVICES	0.00	608.00	0.00	(7,391.77)
2330	District Legal Services	0.00	608.00	0.00	(7,391.77)
2410	OFFICE OF THE PRINCIPAL				
01 2410 110 000	Clerical Salaries	60,000.00	3,938.64	92.14	4,714.40
01 2410 111 001	HS PRINCIPAL HEAD&ASST SALARIES	60,000.00	5,070.32	99.15	510.63
01 2410 111 002	MS PRINCIPAL HEAD&ASST SALARIES	60,000.00	4,988.99	97.56	1,462.82
01 2410 111 003	EL PRINCIPAL HEAD&ASST SALARIES	60,000.00	5,058.85	98.93	641.21
01 2410 210 000	Clerical Group Insurance	0.00	3,440.55	0.00	(39,314.63)

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01 2410 211 001	HS PRINCIPAL OFFICE GROUP INS	14,000.00	926.26	79.39	2,884.88
01 2410 211 002	MS PRINCIPAL OFFICE GROUP INS	14,000.00	911.56	78.13	3,061.28
01 2410 211 003	EL PRINCIPAL OFFICE GROUP INS	14,000.00	924.51	79.24	2,905.88
01 2410 220 000	Clerical Social Security	1,000.00	302.27	422.78	(3,227.83)
01 2410 221 001	HS PRINCIPAL OFFICE SOC SEC	1,000.00	388.42	455.73	(3,557.29)
01 2410 221 002	MS PRINCIPAL OFFICE SOC SEC	1,000.00	382.16	448.43	(3,484.32)
01 2410 221 003	EL PRINCIPAL OFFICE SOC SEC	1,000.00	387.52	454.70	(3,547.04)
01 2410 230 000	Clerical Retirement	1,000.00	366.09	537.17	(4,371.69)
01 2410 231 001	HS PRINCIPAL OFFICE RETIREMENT	1,000.00	500.83	587.63	(4,876.30)
01 2410 231 002	MS PRINCIPAL OFFICE RETIREMENT	1,000.00	492.81	578.21	(4,782.06)
01 2410 231 003	EL PRINCIPAL OFFICE RETIREMENT	1,000.00	499.70	586.34	(4,863.40)
01 2410 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 237 001	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 237 002	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2410 280 000	Clerical LTD/STD	200.00	30.15	230.76	(261.52)
01 2410 281 001	HS PRINCIPAL OFFICE LTD/STD	200.00	29.51	176.85	(153.70)
01 2410 281 002	MS PRINCIPAL OFFICE LTD/STD	200.00	29.04	174.08	(148.16)
01 2410 281 003	EL PRINCIPAL OFFICE LTD/STD	200.00	29.50	176.74	(153.48)
01 2410 310 000	PRINC OFFICE DUES/FEES	0.00	0.00	0.00	(1,005.00)
01 2410 330 000	PRINCIPAL OFFICE STAFF DEV/TRN	2,000.00	1,308.08	174.27	(1,485.41)
01 2410 580 000	PRINC OFFICE TRAVEL EXPENSES	0.00	0.00	0.00	(295.23)
01 2410 610 001	HS PRINCIPAL OFFICE SUPPLIES	300.00	60.11	447.63	(1,042.89)
01 2410 610 002	MS PRINCIPAL OFFICE SUPPLIES	0.00	0.00	0.00	0.00
01 2410 610 003	EL PRINCIPAL OFFICE SUPPLIES	0.00	0.00	0.00	(200.00)
01 2410 733 000	PRIN OFFICE FURNITURE	0.00	0.00	0.00	0.00
01 2410 890 000	PRINCIPAL OFFICE MISC EXP	0.00	0.00	0.00	0.00
2410	OFFICE OF THE PRINCIPAL	293,100.00	30,065.87	120.67	(60,588.85)
2510	FISCAL SERVICES				
01 2510 112 000	Concession Mar Salaries	3,000.00	0.00	98.39	48.31
01 2510 116 000	FISCAL SERVICES SALARIES	15,000.00	4,531.74	321.20	(33,180.03)
01 2510 210 000	Concession Mar Group Ins	0.00	0.00	0.00	0.00
01 2510 212 000	CONCMGR GROUP INS AIDE/PARA	0.00	0.00	0.00	(49.58)
01 2510 216 000	FISCAL SERVICES GROUP INS	10,000.00	1,971.97	236.64	(13,663.64)
01 2510 220 000	Concession Mar Soc Sec	0.00	0.00	0.00	0.00
01 2510 222 000	SOCIAL SECURITY CONC MGR	1,000.00	0.00	22.55	774.49
01 2510 226 000	SOCIAL SECURITY PROF CLASS	1,000.00	334.53	353.99	(2,539.85)
01 2510 232 000	Concession Mar Retirement	1,000.00	0.00	29.04	709.58
01 2510 236 000	FISCAL SERVICES RETIREMENT	1,000.00	410.72	472.22	(3,722.21)
01 2510 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2510 282 000	Concession Mar LTD/STD	1,000.00	0.00	1.17	988.34
01 2510 286 000	FISCAL SERVICES LTD/STD	1,000.00	28.63	34.25	657.46
01 2510 310 000	FISCAL SERV/BANK FEES	1,000.00	0.00	55.09	449.09
01 2510 315 000	AUDIT/BUDGET SERVICES	1,000.00	0.00	715.50	(6,155.00)

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01 2510 330 000	FISCAL OFFICE ST DEV/TRN	1,000.00	206.25	132.17	(321.70)
01 2510 340 000	OTHER PROFESSIONAL FISCAL SERVICES	1,000.00	0.00	73.39	266.10
01 2510 530 000	PHONE/INTERNET	5,000.00	1,130.59	253.88	(7,694.01)
01 2510 531 000	POSTAGE	500.00	243.03	1,145.93	(5,229.66)
01 2510 580 000	FISCAL SERV TRAVEL EXPENSES	200.00	0.00	69.19	61.62
01 2510 610 000	FISCAL OFFICE SUPPLIES	1,000.00	0.00	108.52	(85.21)
01 2510 733 000	FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
01 2510 890 000	FISCAL SERVICES MISC EXP	300.00	0.00	50.00	150.00
2510	FISCAL SERVICES	45,000.00	8,857.46	252.30	(68,535.90)
2570	PERSONNEL SERV-ESRP				
01 2570 330 000	NON-INSTR STAFF DEV/TRAINING	0.00	250.00	0.00	(250.00)
2570	PERSONNEL SERV-ESRP	0.00	250.00	0.00	(250.00)
2590	WORKERS COMP INS				
01 2590 270 000	WORKERS COMP NON-INSTR	30,000.00	20,830.00	161.52	(18,457.00)
01 2590 271 000	WORKERS COMP TCHR/PROF	20,000.00	19,664.00	202.80	(20,559.00)
2590	WORKERS COMP INS	50,000.00	40,494.00	178.03	(39,016.00)
2610	OPERATION OF BUILDINGS				
01 2610 520 000	PROPERTY/LIABILITY INSURANCE	0.00	0.00	0.00	0.00
01 2610 621 000	UTILITIES NAT GAS/FUEL	0.00	11,610.96	0.00	(121,100.38)
2610	OPERATION OF BUILDINGS	0.00	11,610.96	0.00	(121,100.38)
2620	MAINT OF BUILDINGS				
01 2620 110 000	MAINTENANCE STAFF SALARIES	180,950.00	19,715.37	83.06	30,656.80
01 2620 210 000	MAINT GROUP INS	54,500.00	3,196.07	65.20	18,964.20
01 2620 220 000	MAINT SOCIAL SECURITY	11,500.00	1,507.56	99.78	24.84
01 2620 230 000	MAINT RETIREMENT	17,900.00	1,117.26	72.67	4,891.45
01 2620 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2620 280 000	MAINT LTD/STD	825.00	52.80	63.05	304.83
01 2620 330 000	MAINT STAFF DEV/TRN	0.00	0.00	0.00	0.00
01 2620 340 000	OTHER PROFESSIONAL SERVICES	200,000.00	4,315.00	2.16	195,685.00
01 2620 350 000	MAINT. REPAIRS	50,000.00	7,797.96	134.62	(17,312.40)
01 2620 410 000	WATER & SEWER	15,000.00	0.00	80.81	2,878.70
01 2620 420 000	TRASH SERVICE	5,000.00	466.70	100.97	(48.70)
01 2620 431 000	BLDG REPAIRS & MAINT	0.00	4,220.00	0.00	(27,332.00)
01 2620 450 000	CONSTRUCTION/REMODEL SERVICES	0.00	0.00	0.00	0.00
01 2620 610 000	MAINT Supplies	7,500.00	6,549.52	582.99	(36,223.88)
01 2620 733 000	MAINT Furniture & Equipment	5,000.00	0.00	63.61	1,819.30
01 2620 890 000	MISC EXPENSE	5,000.00	0.00	0.00	5,000.00
2620	MAINT OF BUILDINGS	553,175.00	48,938.24	67.59	179,308.14
2630	OUTSIDE MAINTENANCE				
01 2630 340 000	OUTSIDE REPAIRS/MAINT	15,000.00	142.95	15.13	12,730.12
2630	OUTSIDE MAINTENANCE	15,000.00	142.95	15.13	12,730.12
2650	VEHICLE OPER/MAINT/PURCH (NON STUDENT)				
01 2650 732 000	Vehicle Aquisition (non-pupil)	0.00	0.00	0.00	0.00
2650	VEHICLE OPER/MAINT/PURCH (NON STUDENT)	0.00	0.00	0.00	0.00
2710	VEHICLE OPER/MAINT/PURCH (STUDENT)				
01 2710 110 000	TRANSPORTATION Salaries	150,000.00	5,291.06	104.06	(6,086.81)
01 2710 210 000	TRANSP GROUP INSURANCE	20,700.00	2,962.92	167.83	(14,039.79)
01 2710 220 000	TRANSP SOCIAL SECURITY	8,000.00	352.79	141.54	(3,323.51)

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01 2710 230 000	TRANSP RETIREMENT	13,000.00	522.64	113.62	(1,770.04)
01 2710 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2710 260 000	Unemployment Pavments	0.00	0.00	0.00	0.00
01 2710 271 000	Workmen's Compensation	0.00	0.00	0.00	0.00
01 2710 280 000	TRANSP LTD/STD	700.00	39.89	80.73	134.86
01 2710 330 000	TRANSP STAFF DEV/TRN	0.00	0.00	0.00	(250.00)
01 2710 340 000	VEHICLE REPAIRS/MAINT	0.00	3,720.18	0.00	(17,519.29)
01 2710 610 000	VEHICLE PARTS/SUPPLIES	15,000.00	425.56	56.83	6,475.32
01 2710 626 000	GAS & DIESEL	40,000.00	1,935.84	122.76	(9,104.97)
01 2710 732 000	Bus Acquisition (pupil)	0.00	0.00	0.00	0.00
01 2710 890 000	Transp. Other Expense	1,500.00	24.00	153.76	(806.47)
2710	VEHICLE OPER/MAINT/PURCH (STUDENT)	248,900.00	15,274.88	118.60	(46,290.70)
2712	VEHICLE OPER/MAINT/PURCH (SPED)				
01 2712 110 000	Sped Transportation Salaries	14,000.00	0.00	108.30	(1,162.27)
01 2712 210 000	SPED TRANSP Group Ins	0.00	0.00	0.00	(694.49)
01 2712 220 000	SPED TRANSP Soc Sec	1,000.00	0.00	114.58	(145.82)
01 2712 230 000	SPED TRANS Retirement	1,000.00	0.00	149.77	(497.69)
01 2712 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 2712 280 000	SPED TRANSP LTD/STD	0.00	0.00	0.00	(39.82)
01 2712 332 000	SPED Mileage to Parents	0.00	0.00	0.00	0.00
01 2712 626 000	SPED GAS/DIESEL FUEL	1,500.00	121.00	294.38	(2,915.70)
01 2712 732 000	SPED VEHICLE OP/MAINT/PURCH	0.00	0.00	0.00	(26,500.00)
2712	VEHICLE OPER/MAINT/PURCH (SPED)	17,500.00	121.00	282.60	(31,955.79)
2732	SPED Vehicle Rep/Maint				
01 2732 430 000	SPED Vehicle Rep/Maint	0.00	0.00	0.00	0.00
2732	SPED Vehicle Rep/Maint	0.00	0.00	0.00	0.00
2792	SPED Transp Services				
01 2792 510 000	Sped Transportation	0.00	0.00	0.00	0.00
2792	SPED Transp Services	0.00	0.00	0.00	0.00
2900	OTHER SUPPORT SERVICES				
01 2900 890 000	Non-Revenue/Other Support Serv	0.00	0.00	0.00	0.00
2900	OTHER SUPPORT SERVICES	0.00	0.00	0.00	0.00
3300	COMMUNITY SERV OPER				
01 3300 890 000	COMMUNITY SERVICE OP/MISC	0.00	0.00	0.00	0.00
3300	COMMUNITY SERV OPER	0.00	0.00	0.00	0.00
3400	FOUNDATION GRANT				
01 3400 610 000	Foundation Grant Expenditures	0.00	0.00	0.00	0.00
3400	FOUNDATION GRANT	0.00	0.00	0.00	0.00
3535	HIGH ABILITY LEARNERS				
01 3535 111 003	High Ability Learners	7,000.00	574.59	98.50	105.03
01 3535 211 003	HAL Group Insurance	3,500.00	184.94	62.76	1,303.42
01 3535 221 003	HAL Social Security	550.00	44.01	96.05	21.70
01 3535 231 003	HAL Retirement	750.00	56.76	90.82	68.88
01 3535 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 3535 281 003	HAL LTD/STD	25.00	3.63	173.84	(18.46)
01 3535 610 003	HAL Supplies	1,000.00	0.00	0.00	1,000.00
01 3535 650 003	High Ability Software	0.00	0.00	0.00	(140.40)
01 3535 733 003	HAL Furniture & Equipment	0.00	0.00	0.00	0.00

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3535	HIGH ABILITY LEARNERS	12,825.00	863.93	81.75	2,340.17
3541	EARLY CHILDHOOD ENDOWMENT GRANTS				
01 3541 111 003	Sixpence Coordinator Salaries	15,000.00	1,374.00	109.92	(1,488.00)
01 3541 112 003	SIXPENCE SALARIES AIDE	5,000.00	3,564.52	768.67	(33,433.53)
01 3541 211 003	Sixpence Coord Group Insurance	6,000.00	484.96	95.91	245.68
01 3541 212 003	GROUP INSURANCE - AIDE	0.00	0.00	0.00	0.00
01 3541 221 003	Coord. Social Security	1,500.00	100.07	80.10	298.56
01 3541 222 003	SOCIAL SECURITY AIDE	0.00	273.92	0.00	(2,952.18)
01 3541 231 003	Coord. Retirement	1,500.00	135.72	108.58	(128.64)
01 3541 232 003	SIXPENCE RETIREMENT - AIDE	0.00	352.10	0.00	(3,796.38)
01 3541 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 3541 281 003	Coordinator LTD/STD	30.00	9.25	360.33	(78.10)
01 3541 282 003	LTD/STD AIDE	0.00	16.06	0.00	(157.33)
01 3541 330 003	Sixpence Travel/Staff Development	0.00	169.00	0.00	(5,398.38)
01 3541 333 003	Sixpence Mileage to Staff	0.00	0.00	0.00	0.00
01 3541 340 003	Sixpence Professional Services	0.00	0.00	0.00	0.00
01 3541 580 003	Sixpence Travel Expenses	1,500.00	0.00	0.00	1,500.00
01 3541 610 003	Sixpence Supplies/Family Inv	3,500.00	6,987.57	262.64	(5,692.46)
01 3541 733 003	Sixpence Furniture and Equipment	0.00	0.00	0.00	0.00
3541	EARLY CHILDHOOD ENDOWMENT GRANTS	34,030.00	13,467.17	250.11	(51,080.76)
3570	Teacher Eval Grant				
01 3570 610 000	Teacher Eval Grant	0.00	0.00	0.00	0.00
3570	Teacher Eval Grant	0.00	0.00	0.00	0.00
4300	OTHER PROFESSIONAL SERVICES				
01 4300 340 000	PROFESSIONAL SERVICES-ARCHIT/ENGINEER	0.00	0.00	0.00	(2,000.00)
4300	OTHER PROFESSIONAL SERVICES	0.00	0.00	0.00	(2,000.00)
4411	IDEA PART B EARLY INTERVENING SERVICES				
01 4411 610 003	IDEA Part B-Early Interven. (Rtl)	0.00	0.00	0.00	0.00
4411	IDEA PART B EARLY INTERVENING SERVICES	0.00	0.00	0.00	0.00
4412	IDEA PART B PROPORTIONATE SHARE				
01 4412 591 003	IDEA Prof. Services	0.00	0.00	0.00	0.00
4412	IDEA PART B PROPORTIONATE SHARE	0.00	0.00	0.00	0.00
4900	OTHER FEDERAL EXPENDITURES				
01 4900 610 003	Drug Education - Supplies	0.00	0.00	0.00	0.00
4900	OTHER FEDERAL EXPENDITURES	0.00	0.00	0.00	0.00
6200	FEDERAL-TITLE I PART A ESSA				
01 6200 111 002	Title I SALARIES MS TCHR/PROF	0.00	3,347.57	0.00	(30,128.37)
01 6200 111 003	Title I, Part A ELEM SALARIES	155,000.00	6,720.12	63.92	55,921.57
01 6200 112 003	Title I - Aide Salaries	35,307.00	0.00	0.00	35,307.00
01 6200 113 003	Title I Substitute Salaries	0.00	0.00	0.00	0.00
01 6200 211 002	Title I GROUP INS MS TCHR/PROF	0.00	460.94	0.00	(4,100.79)
01 6200 211 003	Title I Group Insurance	45,000.00	2,050.52	64.21	16,104.48
01 6200 221 002	Title I MS SOC SEC TCHR/PROF	0.00	246.56	0.00	(2,220.16)
01 6200 221 003	Title I Social Security TCHR	15,000.00	494.59	48.82	7,677.09
01 6200 223 003	Title I SOC SEC SUB TCHR	0.00	0.00	0.00	0.00
01 6200 231 002	Title I RET MS TCHR/PROF	0.00	330.66	0.00	(2,976.02)
01 6200 231 003	Title I Retirement EL	18,000.00	663.80	54.37	8,213.25
01 6200 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00

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01 6200 281 002	Title I MS LTD/STD TCHR/PROF	0.00	23.27	0.00	(208.66)
01 6200 281 003	Title I LTD/STD	200.00	45.83	332.66	(465.32)
01 6200 330 003	Title I Staff Dev/Training	500.00	0.00	59.00	205.00
01 6200 560 003	Title I Computer Hardware	0.00	0.00	0.00	0.00
01 6200 580 003	Title I Travel Expenses	0.00	0.00	0.00	0.00
01 6200 610 003	Title I Supplies	5,000.00	0.00	0.00	5,000.00
01 6200 650 003	Title I Computer Software	500.00	0.00	20.00	400.01
01 6200 733 003	Title I Furniture & Equipment	0.00	0.00	0.00	(369.01)
01 6200 890 003	Title I Misc. Expenses	0.00	0.00	0.00	0.00
6200	FEDERAL-TITLE I PART A ESSA	274,507.00	14,383.86	67.81	88,360.07
6210	FEDERAL-TITLE I PART A ACCTBLTY				
01 6210 330 003	Title I Acctblty TRAVEL/Training EXPENSE	0.00	0.00	0.00	0.00
01 6210 610 003	Title I Acctblty SUPPLIES	0.00	0.00	0.00	0.00
01 6210 650 003	Title I Acctblty COMPUTER SOFTWARE	0.00	0.00	0.00	0.00
6210	FEDERAL-TITLE I PART A ACCTBLTY	0.00	0.00	0.00	0.00
6406	FEDERAL-IDEA PART B (611) BASE AGE 3-4				
01 6406 340 000	SPED-IDEA- 3-5 other PROF SERV	0.00	0.00	0.00	(304.89)
01 6406 591 003	IDEA Preschool 3-5 Prf Serv	0.00	0.00	0.00	(899.94)
6406	FEDERAL-IDEA PART B (611) BASE AGE 3-4	0.00	0.00	0.00	(1,204.83)
6408	FEDERAL-IDEA PART B (611) BASE AGE 0-4				
01 6408 111 003	IDEA Part B Base Salary (prek BAF)	40,000.00	1,049.24	31.48	27,409.01
01 6408 112 003	IDEA Part B Base Aide (prek BAF)	0.00	0.00	0.00	(17,486.42)
01 6408 211 003	IDEA Part B Base Ins. (prek BAF)	1,000.00	376.53	485.34	(3,853.43)
01 6408 221 003	IDEA Part B Base Soc.Sec. (prek BA)	1,000.00	80.59	96.75	32.49
01 6408 222 003	IDEA SOC SEC PARA	0.00	0.00	0.00	(1,341.91)
01 6408 231 003	IDEA Part B Base Ret. (prek BAF)	1,000.00	103.64	124.37	(243.68)
01 6408 232 003	IDEA RETIREMT PARA	0.00	0.00	0.00	(1,698.84)
01 6408 237 003	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00
01 6408 281 003	IDEA Part B Base LTD (prek BAF)	100.00	4.43	57.02	42.98
01 6408 282 003	IDEA LTD/STD PARA	0.00	0.00	0.00	(92.77)
01 6408 340 003	IDEA 0-4 YO Prof Services	5,000.00	929.75	284.53	(9,226.50)
01 6408 591 003	IDEA Part B 0-2 YO Prof Services B	10,000.00	0.00	90.93	907.21
01 6408 610 003	IDEA BAF SUPPLIES	0.00	0.00	0.00	(877.17)
01 6408 732 003	IDEA Part B - Vehicle Ac.	0.00	0.00	0.00	0.00
6408	FEDERAL-IDEA PART B (611) BASE AGE 0-4	58,100.00	2,544.18	111.07	(6,429.03)
6410	FEDERAL-IDEA PART E/P (619)				
01 6410 112 003	IDEA E/P - Salaries	0.00	0.00	0.00	0.00
01 6410 340 003	SPED IDEA E/P 619	0.00	0.00	0.00	0.00
01 6410 560 003	Sped IDEA - Computer Hard.	0.00	0.00	0.00	0.00
01 6410 591 003	IDEA E/P 3-5 YO Contracted Services	0.00	0.00	0.00	0.00
01 6410 610 003	IDEA E/P Supplies	0.00	0.00	0.00	0.00
6410	FEDERAL-IDEA PART E/P (619)	0.00	0.00	0.00	0.00
6412	IDEA Non-Public				
01 6412 111 003	IDEA Non-Public SALARIES	6,500.00	499.64	92.24	504.32
01 6412 211 003	GROUP INSURANCE TCHR/PROF	100.00	179.30	2,306.41	(2,206.41)
01 6412 221 003	IDEA SOCIAL SECURITY TCHR/PROF	500.00	38.38	92.13	39.33
01 6412 231 003	IDEA RETIREMENT TCHR/PROF	1,000.00	49.35	59.22	407.80
01 6412 281 003	IDEA LTD/STD TCHR/PROF	100.00	2.11	27.11	72.89

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6412	IDEA Non-Public	8,200.00	768.78	114.42	(1,182.07)
6969	Title IV ESSA/SSAE Grant				
01 6969 111 000	TITLE IV SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 211 000	TITLE IV GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 221 000	TITLE IV SOCIAL SEC TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 231 000	TITLE IV RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 281 000	TITLE IV LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6969 340 000	Title IV ESSA/SSAE Grant	0.00	0.00	0.00	0.00
01 6969 490 000	Title IV SSAE Grant Other Materials	0.00	0.00	0.00	0.00
01 6969 610 000	Title IV SSAE Grant Supplies	0.00	0.00	0.00	0.00
6969	Title IV ESSA/SSAE Grant	0.00	0.00	0.00	0.00
6988	ARP - ESSER III After School				
01 6988 111 000	ARP-ESSER III AFTERSchl Teacher Salaries	0.00	0.00	0.00	0.00
01 6988 112 000	ARP ESSER III AFTERSCH- AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 211 000	ARP-ESSER III AFTERSchl GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 221 000	ARP-ESSER III AFTERSchl SOC SEC TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 222 000	ARP-ESSER III AFTERSchl SOC SEC AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 231 000	ARP-ESSER III AFTERSchl RETIREMENT TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 232 000	ARP-ESSER III AFTERSchl RETIREMENT AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 281 000	ARP-ESSER III AFTERSchl LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6988 282 000	ARP-ESSER III AFTERSchl LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 6988 610 000	ARP-ESSER III AFTERSchl SUPPLIES	0.00	0.00	0.00	0.00
6988	ARP - ESSER III After School	0.00	0.00	0.00	0.00
6989	ARP-ESSER III SUMMER SCHOOL				
01 6989 111 000	ARP-ESSER III summer SALARIES TCHR/PROF	0.00	0.00	0.00	(11,590.00)
01 6989 112 000	ARP-ESSER III summer SALARIES AIDE/PARA	0.00	0.00	0.00	(1,309.95)
01 6989 211 000	ARP-ESSER III summer GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6989 221 000	ARP-ESSER III summer SOC SEC TCHR/PROF	0.00	0.00	0.00	(886.63)
01 6989 222 000	ARP-ESSER III summer SOC SEC AIDE/PARA	0.00	0.00	0.00	(100.22)
01 6989 231 000	ARP-ESSER III summer RET TCHR/PROF	0.00	0.00	0.00	(1,144.84)
01 6989 232 000	STEAM-ESSERS III RET AIDE/PARA	0.00	0.00	0.00	(58.90)
01 6989 281 000	ARP-ESSER III summer LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6989 282 000	ARP-ESSER III summer LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 6989 610 000	ARP-ESSER III summer SUPPLIES	0.00	156.76	0.00	(5,595.48)
6989	ARP-ESSER III SUMMER SCHOOL	0.00	156.76	0.00	(20,686.02)
6992	FEDERAL-REAP				
01 6992 610 003	REAP Grant Expend	0.00	0.00	0.00	0.00

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6992	FEDERAL-REAP	0.00	0.00	0.00	0.00
6996	COVID / ESSER				
01 6996 111 000	ESSERS I SALARIES TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 112 000	COVID CARES ACT SALARIES	0.00	0.00	0.00	0.00
01 6996 132 000	COVID OVERTIME AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 210 000	COVID GROUP INS NON-INSTR	0.00	0.00	0.00	0.00
01 6996 211 000	ESSERS I GROUP INS TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 221 000	ESSERS I SOC SEC TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 222 000	COVID SOC SEC AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 231 000	ESSERS I RET TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 232 000	COVID RETIREMT AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 281 000	ESSERS I LTD/STD TCHR/PROF	0.00	0.00	0.00	0.00
01 6996 282 000	COVID LTD/STD AIDE/PARA	0.00	0.00	0.00	0.00
01 6996 320 000	ESSERS I EDUC SERV SUPPORT	0.00	0.00	0.00	0.00
01 6996 610 000	COVID/ESSER SUPPLIES	0.00	0.00	0.00	0.00
01 6996 643 000	COVID WEB/CLOUD BASED SOFTWARE	0.00	0.00	0.00	0.00
01 6996 733 000	ESSERS/CARES ACT FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
6996	COVID / ESSER	0.00	0.00	0.00	0.00
6997	ESSER II - CARES ACT				
01 6997 111 000	ESSERS II SALARIES TCHR/PROF	80,000.00	10,117.75	151.51	(41,210.44)
01 6997 211 000	ESSERS II GROUP INS TCHR/PROF	30,000.00	2,820.61	110.68	(3,203.28)
01 6997 221 000	ESSERS II SOC SEC TCHR/PROF	6,500.00	769.90	141.88	(2,722.49)
01 6997 231 000	ESSERS II RETIREMENT TCHR/PROF	10,000.00	999.41	119.73	(1,972.99)
01 6997 281 000	ESSERS II LTD/STD TCHR/PROF	500.00	81.97	191.99	(459.94)
01 6997 330 000	ESSERS II -STAFF DEV/TRAINING	0.00	0.00	0.00	0.00
01 6997 610 000	ESSERS II SUPPLIES	0.00	0.00	0.00	(7,055.06)
01 6997 650 000	ESSERS II - TECH SUPPLIES	1,000.00	0.00	4,023.97	(39,239.68)
01 6997 733 000	ESSERS II (Cares Act)FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
01 6997 734 000	TECH HARDWARE / CAPITAL	5,000.00	0.00	0.00	5,000.00
6997	ESSER II - CARES ACT	133,000.00	14,789.64	168.32	(90,863.88)
6998	ESSERS III Cares Act Funding				
01 6998 330 000	ESSERS III (Cares) Staff Developmt	0.00	0.00	0.00	(6,723.00)
01 6998 450 000	ESSERS III CONSTRUCTION SERV.	0.00	0.00	0.00	(62,439.95)
01 6998 733 000	ESSERS III (Cares)FURNITURE/FIXTURES	0.00	0.00	0.00	0.00
6998	ESSERS III Cares Act Funding	0.00	0.00	0.00	(69,162.95)
8000	TRANSFERS (OUTGOING)				
01 8000 912 000	TRANSFER TO HOT LUNCH	50,000.00	0.00	70.00	15,000.00
01 8000 913 000	TRANSFER TO ACTIVITY ACCT	50,000.00	80,000.00	160.00	(30,000.00)
01 8000 917 000	TRANSFER TO EE BEN FUND	0.00	0.00	0.00	0.00
8000	TRANSFERS (OUTGOING)	100,000.00	80,000.00	115.00	(15,000.00)
9000	NON-PROGRAM EXPENDITURES				
01 9000 110 000	Kitchen Pavroll	65,000.00	283.48	98.08	1,249.22
01 9000 210 000	KITCHEN GROUP INS	20,500.00	722.62	52.19	9,800.87
01 9000 220 000	KITCHEN SOCIAL SECURITY	3,600.00	22.43	111.74	(422.66)
01 9000 230 000	KITCHEN RETIREMENT	6,000.00	28.00	86.30	822.11
01 9000 237 000	Increased Retirement Contribution Rate	0.00	0.00	0.00	0.00

**Expenditure Report by Function/Object -
Detail_KW**

Regular; Processing Month 08/2022; END OF FISCAL YEAR 2022 GENERAL Fund
Number 01

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
01 9000 280 000	UNEMPLOYMENT PMTS	0.00	0.00	0.00	0.00
01 9000 280 000	KITCHEN LTD	500.00	9.80	51.01	244.94
01 9000 900 000	MISC EXP-expected carryover	10,000.00	0.00	0.00	10,000.00
9000	NON-PROGRAM EXPENDITURES	105,600.00	1,066.33	79.46	21,694.48
9003	REPAYMENT OF INTERFUND LOAN FR BLDG				
01 9003 001 000	INTERFUND LOANS	0.00	0.00	0.00	0.00
9003	REPAYMENT OF INTERFUND LOAN FR BLDG	0.00	0.00	0.00	0.00
01	GENERAL FUND	6,567,532.00	707,899.38	116.31	(1,070,962.87)

**Expenditure Report by Function/Object -
Detail_KW**

Regular; Processing Month 08/2022; END OF FISCAL YEAR 2022 GENERAL Fund
Number 01

Account Number	Account Description	Revised Budget	Expended During Month	% of Budget	Unencumbered Balance
Grand Total:		6,567,532.00	707,899.38	116.31	(1,070,962.87)

REPORT TO THE HTRS BOARD OF EDUCATION

SUBMITTED BY: LISA OTHMER PK-12 PRINCIPAL AUGUST 8TH, 2022

Summer Workshops

Grants 4 Schools: I attended this workshop in Omaha on July 20th-21st. This was a great session on grant writing. Susie Epperson is very experience a grant writer, and grant reviewer and gave participants access to her website that provides some excellent guidelines for writing grants and the resources needed to complete grants effectively.

The list of grants available is extensive and ranges from very easy grants available through companies like Dollar General, Target etc. to more difficult state and federal grants. I hope to write a few of these for us this year. I have already completed a very easy Imprint4D grant and should get word on that one sometime in September.

Admin. Days: Was held in Kearney July 27th-29th. The keynote speakers were truly inspirational this year. I attended the following sessions. Please feel free to ask me any questions concerning these sessions and what I gained from them.

- **NCAS Update**
- **NeMTSS (focus on the science of reading)**
- **Mathematics Standards Revision (HTRS is involved in the Math Acceleration Project)**
- **Utilizing Risk Behavior Data**
- **Title IX**
- **Redefining Chronic Absenteeism**
- **School Law**

Data Retreat: The 2022-2023 HTRS Data Team included: Dr. George Griffith, Lisa Othmer, Kari Lottman, Candy Blecha, Taylor Dunekacke, Shari Drake, Carmen Eppens, Brittany Rogers, and Emily Clark. This two day workshop was held at ESU4 in Auburn on August 3rd-4th. This time was spent taking a deep dive into our Academic and SEL data. Please see the action plan below.

HTRS Data Retreat
Action Plan 2022-2023

Action to be completed	Responsible People	Date to be completed
Define School Improvement Goal <ul style="list-style-type: none"> • ELA Goal Characteristics of Text • Math Goal Geometry 	CIP/MTSS Team/Data Team	8/3/22
Tier II Social Emotional Interventions Decision Rules	Shari Drake Candy Blecha Catie Niedermeyer	11/15/22
Middle School Math Action Plan Math Acceleration Project	Megan Howe Matt Helms Taylor Dunekacke Kari Lottman	9/15/22 10/5/22
Inclusion Action Plan	Candy Blecha SPED Department	9/15/22
Explore assessment incentives for students that hit the 60th percentile and students that have the most growth. Maybe 60th Mean score? Maybe a day off of school.	All teachers All Students Advisory Groups	12/15/22

Current 2022-2023 Enrollment

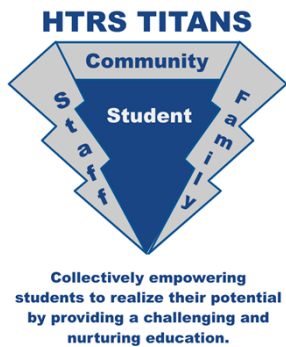
Grade Level	# of Students	Grade Level	# of Students
PK	35	6 th	11
K	19	7 th	24
1 st	22	8 th	24
2 nd	18	9 th	21
3 rd	29	10 th	17
4 th	16	11 th	19
5 th	16	12 th	18
Total Enrollment	289		

The enrollment total does not include the 7 new 6-12 students that have not been scheduled yet.

Pending Total Enrollment=296

Building

The building looks amazing as usual. I would like to thank the custodial staff for the hard work that they put in over the summer months to get things sparkling clean and fresh for the students. The Learning Center is about done, and Plans continue to develop for the space. We are really excited to have the opportunity to begin with W.I.N. (What I Need) programming in this new space.



Report to the Board of Education

August 2022

Kari Lottman
Assistant Principal

Open House:

The District Open House for all students, parents and patrons will be held on Monday. We have staggered open house start times for grades 6-12 to alleviate congestion when turning in paperwork and paying activity fees. However, they are welcome to come when they can if their scheduled time doesn't work.

4:00 p.m.-7:00 p.m.	Kindergarten thru Grade 5
4:30 p.m.-5:00 p.m.	Grades 6, 7
5:00 p.m.-5:30 p.m.	Grades 8, 9
5:30 p.m.-6:00 p.m.	Grade 10
6:00 p.m.-6:30 p.m.	Grade 11
6:30 p.m.-7:00 p.m.	Grade 12

Administrator Days:

This year we attended Administrator Days in Kearney at the end of July. It was a much-needed time to connect with other professionals and friends from across the state. I attended a session on school safety, several on state assessments and legal updates from KSB. Some of my big take-aways were: mental health still needs to be a focus, safety and making sure that students and staff feel secure on campus relieves anxiety and helps learning and Title IX maybe changing at the Federal level which will affect our response to allegations.

EduClimber and Data Retreat:

We just completed our Data Retreat lead by the ESU4 team. Our team of teachers who attended did some amazing work and really appreciated the EduClimber program and all its capabilities. Of course, there were a couple of hiccups, but overall EduClimber made the work of compiling and analyzing data much easier. The team was able to determine Continuous Improvement Goals for English/Language Arts and Math. We also created an Action Plan for this school year which Mrs. Othmer included in her report.

Continued Opportunity:

HTRS again has the opportunity to participate in the Food Bank of Lincoln Backpack Program. This program is made possible through partnerships with the Lincoln Food Bank and HTRS Public Schools along with sponsorships from our local community groups. There will be 35 Fridays during the school year that a backpack filled with approximately 4-6 pounds food will be sent home for our families. A voucher for a carton of eggs, bread or milk will be given out during the school year. These can be redeemed at Nider's Grocery in Humboldt. The grocery store in Pawnee City has asked to be removed from our vouchers for this next school year.

Please be aware that our school can only select families to participate in the program for which we have funding. We will work very hard to meet the needs of all families who show interest. **A donation of \$250 will feed a family with 3 to 4 children each week for an entire school year.** Our goal is to begin the

program just after Labor Day and reach at least 30 families this year. Last year we served just under 20 families by the end of the year.

If anyone asks about contributing, please direct them to either of the principals' offices. We have been very blessed in the fact that our local community, churches and individuals are very supportive of this program and regularly donate.



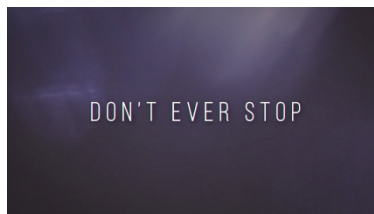
NASB Monthly Update for Board Meeting Agenda Item

August 2022

WATCH: August Agenda Video Update

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

While you're there ... watch & share with your staff & community:



DON'T EVER STOP = <https://vimeo.com/646189771>

and

I AM PUBLIC EDUCATION IN NEBRASKA = <https://vimeo.com/194260783>

and

FOR ME = <https://vimeo.com/243667570>

and

THAT'S WHY I SERVE = <https://vimeo.com/300383420>

*August is the perfect time to remind your board, your staff, your community
and YOURSELF why we do what we do!*

Latest 'Board Notes' – Monthly Newsletters

(www.NASBonline.org - News & Resources - Board Notes)

- *LB 644 - The Postcard Bill ... What you need to know (key links, videos & resources)*
- *At The Board Table*
- *Leadership at the Local Level*
- *NASB Participates in National Forum on Education Policy*
- *Education Leaders from Nebraska travel to Ghana*
- *Nominations for the NASB Board & Legislation Committee*
- *Unity Through Collective Voice*
- *... And Much More!*

“NASB Update – Annual Board Calendar Summary”

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

(www.NASBonline.org – Board Leadership – Resources)

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

POLICY GOVERNANCE

- Option Enrollment Application period. School districts will accept option enrollment applications between Sept 1 and March 15 for attendance during the following and subsequent school years.
- Personnel Report. On or before Sept 15, all schools shall file with the Department of Ed a fall personnel report, which shall specify the names of all individuals employed by the school who are certificated.
- Federal Family Educational Rights and Privacy Act (FERPA). Annual notice provided to parents/guardians and eligible students of their rights to inspect and review educational records, amend education records, consent to disclose personally identifiable information in education records and file a complaint with the U.S. Department of Education.
- Federal Protection of Pupil Rights Amendment (PPRA). Annual notice provided to parents of the policies regarding surveys of students, instructional materials, physical examinations, personal information used for marketing.
- Federal Child Nutrition Programs. If school districts participate in National School Lunch Programs the School Breakfast Program or the Special Milk Program, they must provide parents and the public information about free and reduced- price meals and/or free milk and must provide parents with an application form.
- Federal Asbestos Hazard Emergency Response Act (AHERA). Requires school districts to have an asbestos management plan for each school building in the district (whether lease or own). Annually, school districts must notify parents, teachers, and employee organizations of the availability of the asbestos management plan. All members of the custodial staff who work in a building containing asbestos must have awareness training and all new custodial staff must be training within the first 60 days of hiring.
- Federal McKinney-Vento Homeless Assistance Act. Requires public notice of the education rights of homeless students. The notice must be disseminated in places where homeless students receive services including schools, family shelters, and soup kitchens. They must be understandable to homeless students and their parents and when necessary, in their native language.
- Federal Non-Discrimination. Requires all recipients of federal funds to notify their students, parents, and others that they do not discriminate on the basis of race, color, national origin, sex, CONTINUED ON PAGE 5 disability, and age, and, if applicable, that they provide equal access to the Boy Scouts of America and other designated youth groups.
- Federal Individuals with Disabilities Education Act (IDEA). Annual notice to parents of a child with a disability of the district’s procedural safeguards. A notice must also be placed on the district’s website. The notice must be easily understandable and in the native language of the parents

ADVOCACY

- Discuss the NASB Legislative Committee Report and outcome of proposals submitted for consideration

DISTRICT/ESU RESOURCES (BUDGET)

- Collective Bargaining; Timelines. On or before Sept 15, negotiations contract dispute decision; Boards may enter into collective bargaining agreements for periods not to exceed four years.

- Collective Bargaining Timeline. On or before Sept 1, of the year preceding the contract year in question, the certificated and instructional employees' collective-bargaining agent shall request recognition as bargaining agent. The governing board shall respond to such request not later than the following Oct 1
- Board/Administrators Budget Work Session
- Certification of District's Assessed Valuation Public Budget Hearing / Adopt Budget; Due on or before Sept 20
- Board Adopted Budget. On or before Sept 30, General Budget Adoption. The board shall file with, certify to the levying board, and file with the auditor a copy of the adopted budget statement together with the amount of the tax required to fund the adopted budget.
- Report to County Board. On or before Sept 30, a [Class III school district boards] are required to report to the county board and the learning community coordinating council (if applicable) the entire revenue raised by taxation and all other sources for the previous fiscal year and a budget for the ensuing fiscal year.
- Class IV District Report to County Board. On or before Sept 30, [Class IV school district boards] are required to report to the county board an estimate of the amount of funds required for the next school fiscal year.
- Class V District Report to County Board. On or before Sept 20, [Class V school district boards] that is a member of a learning community is required to report to the county board and the learning community coordinating council the entire revenue raised by taxation and all other sources for the previous school fiscal year and a budget for the ensuing school fiscal year

REPORTS

- Board Committees; Superintendent; Administrators
- American Civics Committee. Beginning of every school year, the school board must appoint a committee of three to be known as the Committee on American Civics. The committee will hold no fewer than two public meetings annually, at least one when public testimony is accepted. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section-724. *Reference: (January) Board Committee Appointments.
- Security Assessment. State school safety director is required to complete an assessment of the security of each school building no later than Aug 31.

BOARD LEADERSHIP DEVELOPMENT

- Board Candidate Webinars: Wednesday, September 14 at 12 p.m. and 7 p.m. and Wednesday, October 5 at 12 p.m. and 7 p.m.
- Review and discuss Board Governance Standard VI. District Resources
- NASB Area Membership Meetings

LEARNING COMMUNITY

- Learning Community Attendance Reports. On or before Sept 1, each district that is a member of a learning community needs to report to the learning community coordinating council attendance reports including violations of attendance, results of attendance investigations, policies on excessive absenteeism and records of notices and reports.
- Learning Community Budget. On or before Sept 1, the Learning Community shall file a copy of the adopted budget statement with member school districts.

NASB's Video Resources:

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

(www.NASBonline.org – News & Resources – Videos)

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

Networking & Events ... Register Now

<http://members.nasbonline.org/index.php/events>

(www.NASBonline.org – Events)

All Dates & Locations Tentative & Subject to Change

2022 NASB Board Candidate Webinars

Tuesday, June 7 – 7:00 to 8:30 PM CT

Thursday, June 9 – 12:00 to 1:30 PM CT

Wednesday, June 15 – 12:00 to 1:30 PM CT

Wednesday, July 13 – 7:00 to 8:30 PM CT

Wednesday, September 14 at 12:00 PM to 1:00 PM CT

Wednesday, September 14 at 7:00 PM to 8:30 PM CT

Wednesday, October 5 at 12:00 PM to 1:00 PM CT

Wednesday, October 5 at 7:00 PM to 8:30 PM CT

Area Membership Meetings

LEADERSHIP AT THE LOCAL LEVEL

https://nasb.envisiams.com/docs/default-source/event-mailers/amm-2022-mailer1d2f2b24-f4de-4990-bb59-9e0a4a112d41.pdf?Status=Master&sfvrsn=10037c5_3

August 23 – Nebraska City

August 24 - Fremont

August 29 - Gering

August 30 - Valentine

August 31 - Norfolk

September 1 - La Vista

September 7 - York

September 20 – North Platte

September 21 – Kearney

Annual Sparq Date Solutions Tailgate

September 17 – Lincoln

Facilities & Construction Workshop

September 22 – Kearney

NASB Member Virtuals

<http://members.nasbonline.org/index.php/nasb-member-virtuals>

(www.NASBonline.org – Events – NASB Member Virtuals)

- **Previous Member Virtuals Available to Watch Include:**

- 2022 Legislative Recap & Look Ahead
- Tough Times & Tough Meetings: The Board’s Role in Navigating Hot Button Issues
- NASB Member Virtuals w/ Commissioner Blomstedt & Dr. Jeffrey Gold of UNMC, Bryce Wilson of NDE on Cares Act Funds Q&A for School Boards, and More ...

Advocacy

<http://members.nasbonline.org/index.php/government-relations>

(www.NASBonline.org – Government Relations)

New to the NASB GR Page ...

LB 644 - THE POSTCARD BILL - WHAT YOU NEED TO KNOW

KEY LINKS, VIDEOS & RESOURCES

Upcoming Legislative Meet & Greets ... Join Us!

MEET & GREET W/ DISTRICT 36 LEGISLATIVE CANDIDATE HOLDCROFT

AUGUST 11 - SPRINGFIELD - 9:00 AM TO 11:00 AM CT

MEET & GREET W/ DISTRICT 24 LEGISLATIVE CANDIDATE HUGHES

AUGUST 17 - YORK - 11:00 AM TO 1:00 PM CT

MEET & GREET W/ DISTRICT 48 LEGISLATIVE CANDIDATES HARDIN & LEASE II

AUGUST 28 - GERING - TIME TBD

MEET & GREET W/ DISTRICT 40 LEGISLATIVE CANDIDATE DEKAY

AUGUST 31 - PLAINVIEW - 11:00 AM TO 1:00 PM CT

MEET & GREET W/ DISTRICT 18 LEGISLATIVE CANDIDATE YOUNG

SEPTEMBER 8 - ELKHORN - 4:00 TO 6:00 PM CT

All Dates & Locations Tentative & Subject to Change

Follow NASB on twitter at www.twitter.com/NASBonline using the hashtag #liveNASB

and on Facebook at www.facebook.com/NASBonline

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

(www.NASBonline.org – News & Resources – Videos)

To see a quick glimpse at the various items the NASB is involved in, check out pages 10 & 11 each month in the ***Board Notes newsletter*** for “This Month In ...” To access the latest newsletter, click here:

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

(www.NASBonline.org - News & Resources - Board Notes)

Humboldt-Table Rock-Steinauer Activity Pass

Current Pass Prices All Home Games (not including Tournaments)

Adult = \$50

Students K-6 = \$15 Student

Students 7-12 = \$25

Family (Immediate family) = \$100

Age 65 or older Seniors Gold Pass = \$0

Recommend Admission Price

Adult \$6.00

Students \$4.00

**HUMBOLDT- TABLE ROCK - STEINAUER SCHOOLS
810 CENTRAL AVENUE
HUMBOLDT, NEBRASKA 68376**

**ANNUAL REPORT
2021-2022**

This annual report for the HTRS district was compiled as one of the requirements of the Nebraska School Accreditation Standards to be met in Nebraska Department of Education, Rule 10. It is distributed annually via the district web site.

SCHOOL DISTRICT GENERAL INFORMATION

History of HTRS

The Humboldt Public Schools and the Table Rock-Steinauer Public Schools became a unified system in 2002. In 2004 the schools merged to become the Humboldt Table Rock Steinauer Public Schools (HTRS). The purpose of the unification and the actual merge later was to provide educational opportunities and physical facilities for the students of Humboldt Public Schools and Table Rock-Steinauer Public Schools that the school districts would not be able to provide as effectively if each district acted independently.

HTRS increased in the summer of 2005 by the addition of half of the dissolved Dawson-Verdon school district. The other half of the district became part of the Falls City Public Schools.

Elk Creek had been a Class I (K-6) school for many years and with the legislative action of LB 126, they chose to dissolve the district in the summer of 2005. Four students and 22% of the property valuation joined the HTRS district at that time.

The HTRS school district increased again in 2009 when Southeast Nebraska Consolidated Schools dissolved. SENC held their last graduation in May of 2009.

The Table Rock site was closed at the end of the 2015-16 school year. That year it housed students in grades 5-8, which were all moved to the Humboldt site at the beginning of the 2016-17 school year. The Table Rock building and grounds were auctioned later that year.

All students now attend school in the Humboldt facility. All athletics take place at the Humboldt site. At the start of the school year for 2002-03, the mascot and colors for HTRS became the navy blue and silver Titans. Communities within the HTRS district now consist of Humboldt, Table Rock, Steinauer, Elk Creek, Dawson, Stella, Shubert, and Nemaha. Students from additional communities of Pawnee City, Salem, Verdon, Auburn, Johnson, and Falls City also attend HTRS as option students. Five bus routes are being used to bring students to school from in and around the school district.

The process of bringing these schools and communities together to form Humboldt Table Rock Steinauer Schools has been quite beneficial to the students. We have been able to provide more opportunities for students, combine financial assets and make full use of the facilities. The patrons, board, staff, and students have helped make HTRS a success.

Accreditation

HTRS is fully accredited by the Nebraska Department of Education. Each fall our school completes reports to indicate accreditation standards and Rule 10 requirements have been met. The HTRS School Improvement Team oversees the continuous 5-year school improvement cycle to attain Nebraska Frameworks accreditation.

Activities

Membership is maintained in the Nebraska School Activities Association (NSAA) which governs Nebraska high school extra-curricular activities. NSAA assigns schools to various classifications for competition based on each member school's fall boy-girl enrollment count in grades 9-11 and the number of schools involved in each activity. This year NSAA has placed HTRS in a combination of Class C2 and D1 for Track, Music, Golf, Wrestling, Play Production, Speech, Football, Volleyball and Basketball.

HTRS is a member of the Pioneer Conference. Other members include Diller-Odell, Falls City Sacred Heart, Friend, Johnson-Brock, Lewiston, Nebraska City Lourdes, Pawnee City, Sterling, Tri County, and Wymore Southern. HTRS also takes part in MUDECAS activities. Other member schools in MUDECAS include Bruning-Davenport, Diller-Odell, Exeter-Milligan, Falls City Sacred Heart, Freeman, Johnson-Brock, Johnson County Central, Lewiston, Meridian, Parkview Christian, Palmyra, Pawnee City, Southern, Sterling, and Tri County.

Size of District

The district encompasses 384.3 square miles with 10.3 square miles in Johnson County, 35 square miles in Nemaha County; 250 square miles in Richardson County; and 89 square miles in Pawnee County.

Facilities

One campus is now utilized by the district and is located in Humboldt. This building was constructed in 1930 with additions completed in 1964, 1998, and 2016.

Most asbestos was removed from all school buildings many years ago. Except for some non-friable asbestos in floor tile and in above ceiling duct work, the buildings are asbestos free. Pipe insulation that contains asbestos has been coated according to regulations.

Faculty/Support Staff

The students of HTRS are served by 32.0 teachers, 7 special education teachers, 1.5 Title I Reading and Mathematics teachers, one Library/Media specialist, 2 Guidance Counselors, one SENCAP and college course proctor, 1.25 Sixpence employees, 0.7 AD, 0.5 school psychologist, 1 speech pathologist, 2 building Principals, and one Superintendent of Schools and the following support staff members: 5 bus drivers, 3 full-time cooks, 1 full-time maintenance person, 4.5 custodians, 2 full-time secretaries, one bookkeeper, 10 paraeducators, 2 technology personnel, and one school nurse.

School Board

The school district is governed by a six-member Board of Education. Each member's term of office is four years and members are elected at-large. Members of the 2020 Board of Education were: Scott Ogle, Neal Kanel, Tim Schardt, Sandy Stalder, Mike Bredemeier, and Rock Herr. Board officers for 2020 were Neal Kanel (president), Rock Herr (vice-president), and Sandy Stalder (treasurer). Board members for 2021 are Neal Kanel, Tim Schardt, Scott Ogle, (Crystal Dunekacke Resignation Accepted September 13, 2021), Leah Reyes (Appointed to board October 11, 2021) Kyle Hilgenfeld, and Mike Kanel. Board officers for 2021 are Neal Kanel (president), Tim Schardt (vice-president), and Crystal Dunekacke, treasurer Resignation Accepted September 13, 2021) Leah Reyes (Appointed as treasurer, November 8, 2021). Superintendents Sherri Edmundson and Dr. George Griffith serve as the board secretary, while Kellie Workman is the appointed board recording secretary.

Mission Statement

The mission statement for HTRS is: "Empowering all learners for tomorrow's challenges . . . #Titan Pride."

Vision Statement

The vision statement for HTRS is "Collectively empowering students to realize their potential by providing a challenging and nurturing education." This is the proposed new Vision Statement is being developed for the next school improvement cycle.

We Believe . . .

1. Students learn best in a safe, respectful and motivating environment.

2. Learning is a cooperative effort requiring communication among all stakeholders.
3. A rigorous curriculum and high expectations enable students to learn, unlearn, and relearn in preparation for an ever-changing world of opportunity.

HTRS uses the Marzano framework of instruction to:

1. Establish and communicate learning goals, track student progress, and celebrate success.
2. Help students effectively interact with new knowledge.
3. Help students practice and deepen their understanding of new knowledge.
4. Help students generate and test hypotheses about new knowledge.
5. Engage students.
6. Establish and maintain classroom rules and procedures.
7. Recognize and acknowledge adherence and lack of adherence to classroom rules and procedures.
8. Establish and maintain effective relationships with students.
9. Communicate high expectations for all students.

ACHIEVEMENT TESTING

This information is being reported as required under provisions of Nebraska Department of Education (NDE) Rule 10: Regulations for the Legal Operation of Schools & HTRS Board of Education Policy.

The results of a single appraisal and reporting of a single piece of numerical data does not wholly indicate class group performance; it is only one measure of educational assessment. A comprehensive study of the individuals in a class as they score nationally and also locally are required for an appropriate assessment of student achievement, especially as followed throughout the student’s academic career.

With these figures, as with any other statistical data, it is imperative that too many conclusions not be drawn from a single number. For those persons wanting further information, please contact the HTRS district office at 810 Central Ave. in Humboldt, NE.

The Board of Education student achievement goal – Strategy I – Ensure all students model individual academic growth. This is shown by the following MAP Assessments.

**MAP Assessments
Met Projected Growth Fall 2021 to Winter 2021 (given in August & December)**

Grade	Percentage of Students Showing 10% OR Higher Growth*		
	Language Use	Reading	Math
K	N/A	96%	96%
1	N/A	100%	100%
2	96%	93%	89%
3	100%	100%	100%
4	79%	100%	93%
5	90%	100%	100%
6	100%	86%	95%
7	95%	90%	90%
8	100%	93%	95%
9	100%	100%	71%
10	94%	82%	100%
11	88%	100%	88%

*Students that are high achievers have difficulty increasing or maintaining a score that is already very high.

Spring 2022 PreACT (No Cut Scores for PREACT Levels used were ACT Cut Scores)

Grade		English/Language Arts	Math	Science
9	HTRS % Proficient	43%	36%	36%
10	HTRS % Proficient	41%	35%	41%

Spring 2022 ACT

12 th Grade	English/Language Arts	Math	Science
HTRS % Proficient	56%	56%	69%
State % Proficient	N/A	N/A	N/A

*There was not a state score because the ACT was not required in 2020. Not all students participated because it was not required.

AQuESTT Rankings

	Elementary	Middle School	High School	District
2014-2015	Good	Good	Good	Good
2015-2016	Good	Good	Great	Good
2016-2017	Good	Good	Good	Good
2017-2018	Good	Good	Excellent	Good
2018-2019	Good	Needs Improvement	Good	Good
2019-2020	*	*	*	*
2020-2021	*	*	*	*
2021-2022	**	**	**	**

*Due to COVID AQuESTT 2018-2019 results were used for 2019-2020 and 2020-2021.

** Not Available at the time of publication.

FINANCIAL INFORMATION

This information is being reported as required under provisions of Nebraska Department of Education (NDE) Rule 10: Regulations for the Legal Operation of Schools & Humboldt Table Rock Steinauer Board of Education Policy.

DEBT SCHEDULE

Year	Debt Outstanding
2020-2022	\$337,847
2021-2022	\$0
2022-2023	\$0
Total Debt Outstanding	\$0

BUDGET INFORMATION

The general fund budget of expenditures for the 2021-22 school year are \$9,419,435 plus a \$600,000 cash reserve. The actual revenues and expenditures for the 2020-21 school year are listed below:

Revenues

Property	\$ 5,734,194	69.1%
Motor Vehicle	\$ 225,000	2.7%
Carline	\$ 9,500	0.1%
Other taxes	\$ 11,000	0.1%
Licenses & city fines	\$ 12,000	0.1%
Preschool tuition	\$ 25,000	0.3%

Categorical grants	\$ 9,000	0.1%
County fines	\$ 40,000	0.5%
State aid	\$ 39,250	0.5%
ESU receipts	\$ 6,000	0.1%
Community Service Activities	\$ 7,000	0.1%
State Apportionment	\$ 65,000	0.8%
State Property Tax Credit	\$ 520,000	6.3%
Personal Property Tax Credit	\$ 15,000	0.2%
Homestead	\$ 34,350	0.4%
Prorate Motor Vehicle	\$ 30,000	0.4%
Special Ed Reimbursement	\$ 521,500	6.3%
Federal	\$ 1,343,521	16.2%
Transfers Out	\$ (350,000)	
Total Receipts & Transfers	\$ 8,297,315	

Expenditures

All Instruction Except Special Education Instructional Programs	\$ 3,300,000	35.0%
Special Education Instructional Programs (Include Pre-School)	\$ 1,611,882	17.1%
Support Services - Pupils (SPED Related)	\$ 160,000	1.7%
Summer School	\$ 5,200	0.1%
Support Services - Pupil (Non-SPED Related)	\$ 250,000	2.7%
Support Services - Instructional	\$ 550,000	5.8%
Board of Education	\$ 30,000	0.3%
Executive Administration Services	\$ 220,000	2.3%
District Legal Services	\$ 20,000	0.2%
Office of the Principal	\$ 375,000	4.0%
General Administration - Business Services	\$ 150,000	1.6%
Maintenance and Operation of Building(s) & Site(s)	\$ 604,314	6.4%
Regular Pupil Transportation	\$ 300,000	3.2%
Special Education Pupil Transportation (Include Pre-School)	\$ 50,000	0.5%
State Categorical Programs	\$ 100,000	1.1%
Federal Programs	\$ 1,343,039	14.3%
Transfers to Activity and Depreciation Fund	\$ 350,000	3.7%
TOTAL BUDGET OF DISBURSEMENTS & TRANSFERS (Including SPED)	\$ 9,419,435	

SCHOOL DISTRICT VALUATION AND LEVIES FOR PAST 8 YEARS

	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-2021	2021-2022
VALUATIONS	\$715,664,966	\$813,797,871	\$844,685,877	\$849,397,201	\$824,019,545	\$809,417,695	\$780,542,448	\$798,754,506
LEVIES								
General Fund	0.763872	0.747834	.735436	.654870	.637427	.680082	.780882	.725138

Special Bldg.	0.129255	0.118536	.083580	.076051	.050259	.024959	0	0
QCPU Fund	0.048867	0.049649	.028889	.047199	.049033	.024959	0	0
Bond Fund	0.035201	0.018457	.036603	0	0	0	0	0
Total	0.977195	0.934476	.884508	.778120	.736719	.730000	.780882	.729138

**The Bond Fund levy only applied to property in the previous Humboldt district.

SCHOOL DISTRICT DEMOGRAPHICS

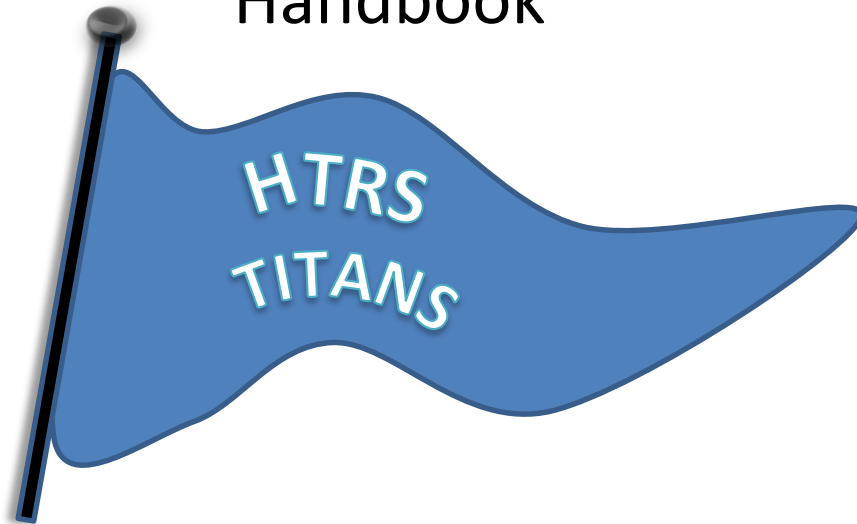
School district enrollment for the past four years and current year enrollment were obtained from the state report filed with the Nebraska Department of Education each September and from the annual school district census. For the 2021-2022 school year, HTRS has a free/reduced lunch population of 47% based on pre-COVID applications.

	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22
Preschool	35	32	24	27	37	56	65	51	38	51
Elementary	153	158	145	143	150	177	153	141	116	111
Middle School	88	77	88	86	106	89	48	63	62	70
High School	122	116	116	114	121	98	109	98	95	85
TOTAL	398	383	373	370	377	364	375	353	311	316

Enrollment by grade level and gender of student attending HTRS for 2020-2021

GRADE LEVEL	BOYS	GIRLS	TOTAL
Pre-School (3 & 4)	21	30	51
Kindergarten	9	15	24
First	10	6	16
Second	14	15	29
Third	10	6	16
Fourth	9	5	14
Fifth	6	5	11
TOTAL ELEM (PK-5)	80	81	161
Sixth	13	12	25
Seventh	15	9	24
Eighth	10	11	21
TOTAL MS (6-8)	38	32	70
Freshmen	10	6	16
Sophomore	12	9	21
Junior	11	8	19
Senior	16	13	29
TOTAL HS (9-12)	49	36	85
TOTAL K-12	167	146	316

2022-2023
Coach's, Sponsor's and Participant's
Handbook



Humboldt Table Rock Steinauer
Public School

Policies found in this handbook pertain mostly to rules and regulations governing student activities. As in the case of policies found in other handbooks, they will be subject to refinement, deletion and amendment from time to time. They will be in effect until such changes as are deemed necessary as made by the staff or Board of Education.

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The Coach's Code of Ethics

The function of a coach is to educate students through participation in interscholastic competition. An interscholastic program should be designed to enhance academic achievement and should never interfere with opportunities for academic success. Each student-athlete should be treated as though he or she were the coach's own, and his or her welfare should be uppermost at all times.

- The coach shall be aware that he or she has a tremendous influence, for either good or ill, on the education of the student-athlete, and thus shall never place the value of winning above the value of instilling the highest ideals of character.
- The coach shall uphold the honor and dignity of the profession. In all personal contact with student-athletes, officials, athletic directors, school administrators, the state high school activities association, the media, and the public, the coach shall strive to set an example of the highest ethical and moral conduct.
- The coach shall take an active role in the prevention of drug, alcohol, and tobacco abuse.
- The coach shall abstain from the use of alcohol and tobacco products when in contact with the players.
- The coach shall promote the entire interscholastic program of the school and direct his or her program in harmony with the total school program.
- The coach shall master the contest rules and shall teach them to his or her team members.
- The coach shall not seek an advantage by circumvention of the spirit or letter of the rules.
- The coach shall exert his or her influence to enhance sportsmanship by spectators, both directly and by working closely with cheerleaders, pep club sponsors, booster clubs, and administrators. The coach shall respect and support contest officials.
- The coach shall not indulge in conduct which would incite players or spectators against the officials. Public criticism of officials or players is unethical.
- Before and after contests, coaches for the competing teams should meet and exchange cordial greetings to set the correct tone for the event.
- A coach shall not exert pressure on faculty members to give student-athletes special consideration.
- A coach shall not scout opponents by any means other than those adopted by the conference and/or state high school activities association.

The Athlete's Code of Conduct

I recognize that being a member of the community carries with it responsibilities and rewards, and that as an athlete in the community, I must not only embrace those responsibilities, but also conduct myself both on and off the playing field in a way which exhibits respect for myself and for others.

I therefore resolve to:

1. conduct myself with dignity as an athlete and as a citizen of the community, recognizing and accepting that I must accept accountability for my behavior and its outcomes.
2. honor my obligations and promises.
3. exercise self-control.
4. be willing to be fair with others in my dealings on and off the playing field.
5. take pride in myself and my accomplishments, but never at the expense of demeaning another person or group.
6. respect the efforts of others.
7. respect authority.
8. play by the spirit, not just the letter, of the rules of the game and the rules of life.
9. strive to make my community—whether that be the team on which I play or the community in which I live—better because of my contributions as a member and as a citizen.
10. Respect the supervisors, students and facilities of opposing teams.

Athlete's Fair Play Code

1. I will participate because I want to, not just because my parents or coaches want me to.
2. I will play by the rules and in the spirit of the game.
3. I will control my temper since fighting and disrespect can spoil the activity for everyone.
4. I will respect my opponents.
5. I will do my best to try to be a true team player.

6. I will remember that winning isn't everything. Having fun, improving my skills, making friends and doing my best are also important.
7. I will acknowledge all good plays or performances by both my teammates and my opponents.
8. I will remember that coaches and officials are there to help me. I will accept their decisions, show them respect, and understand they have given their time to be with me.

General Guidelines for Coaches/Sponsors

Required Safety Training

The following NSAA online trainings are required for all coaching staff prior to the start of practice.

- [NFHS Concussion in Sports](#)
- [NFHS Heat Illness & Prevention](#)
- [NFHS Sudden Cardiac Arrest](#)
- [Anyone Can Save a Life](#)

Financial Responsibilities

Each head varsity coach/activity sponsor is responsible for maintaining a budget and reviewing their activity's account balances on a monthly basis. Purchase requests may not be approved if the account is in the negative unless it is a request for a fundraising activity. Head varsity coaches and sponsor are to maintain a list of any money owed by students and assure accounts are paid no later than student check-out in May unless other arrangement for payment is made. It is the responsibility of Sponsors that Accounts are at or above \$0.00 at the end of the school year.

Acceptance of Money

Whenever a sponsor receives money from a student, always give them a receipt and never leave it in your desk but turn it into the school secretary immediately. Money can be turned into the secretary directly and the student can show the sponsor the receipt.

Requisition Procedure

The head coach/sponsor is to pick up forms from the activities director for all areas of their sport/activity. Visit with your staff on total program needs. Please indicate what level the requests are for. As bids are returned they will be made available to you. Submit an equipment requisition to the activities director within three weeks after the conclusion of the final contest. They are to be complete and thorough in description. They are to include equipment needs for all levels of their program. All purchasing and receiving of equipment is to go through the activities director's office first.

No sponsor is allowed to purchase anything without the activities director's or principal's and superintendent's permission. All budget materials can be secured from the activities director.

Request for School Funds/Checks

All school checks are made out at the office. If a sponsor needs a check for meals, entry fees, etc., they should turn in the amount to the principal's administrative assistant (Lanette). This should be done at least three days in advance, it is your responsibility. A lack of planning on your part does constitute an emergency situation for others.

Equipment Responsibility

The head coach/activity sponsor is responsible for all equipment used in that activity. They must make the students aware of their responsibility in caring for that equipment. A very thorough checking system should be maintained on equipment in order to keep losses at a minimum. The replacement of lost equipment checked out to the student is the responsibility of that student. Payment must be made prior to their taking part in another activity. Inform students of the value of items issued to them.

Inventory

All school equipment used in any activity is required to be inventoried unless it is one-use or disposable. Check out of equipment to students should be tracked and used for check in at the end of each season. Head coaches/sponsors are responsible for turning in an end of the year inventory report to the activities director and any equipment requests for the following season. Lost or damaged equipment that is not accounted for is the responsibility of the head coach/sponsor.

Communication

This is one area that must be stressed. Students/parents/administration should be informed about your program. Organizational meetings at the start of a season should include practice dates and times (including plans for vacation

practices), training rules, special rules, lettering requirements, equipment responsibilities (fines), and general expectations of the participants. Communicate with your students and sponsors. If you are a head coach, take responsibility for the total program. Work with all levels of the program.

Complaints: Notice for Players and Parents

The “chain of command” should always be followed. Please begin directly with the coach or sponsor involved as that is the one that has the best information and insight to share. If your questions are NOT related to playing time of team placement (Varsity, JV, A, B or C Team) and are not answered satisfactorily or you disagree with the decision, arrangements will be made for you to talk with that person’s supervisor, up to and including the HTRS Board of Education. Playing time and team placement is a coach’s decision and to be addressed between the coach and your child.

Coaches need to respond to questions or concerns in a timely manner.

Keys

A sponsor should never give a student their keys for obvious reasons. The student would then have access to off limit areas.

Lights

Each sponsor that leaves any area of the building last is responsible for turning off the lights. Don’t leave before all students have left the building. Head sponsors will be responsible for these areas.

Officials

All officials are hired by the activities director and any recommendation by the coach will definitely be considered. Officials are human and difficult to find so coaches are directly responsible for student disrespect of official and coaches and sponsors are to be respectful in questioning calls.

Recruiting

It is in bad taste to recruit a student to go out for your program rather than another program and should not be done during class time. Don’t get caught in this predicament. If a sponsor allows a student to come out late for an activity, he/she should be required to practice the same amount as required in preseason before being able to compete.

Scheduling

Schedules for all interscholastic activities contests are to be arranged by the activities director working with the sponsor and with the approval of the school principal. A master schedule for all sports, including all squads that are in competition, shall be kept in the office.

Practice on Sunday or on holidays is prohibited except as hereinafter provided.

1. Anytime a practice is organized on Sunday should be voluntary and have principal’s permission.
2. It shall be no more than an hour and a half in duration and shall have the approval of the high school principal and student’s parent/guardian.
3. All athletic facilities shall be made available for year-round use for coaches in providing instruction to athletes when possible. The availability of these facilities during the entire year should be restricted to an approved period of time as determined by the activities director.

SUPERVISION

The sponsors in charge should see to it that all students are properly supervised at all times. This includes all practice areas as well as, stage, locker room, and weight room.

Locker Room Supervision (Board Policy 4062 Adopted August 10, 2020)

Staff members, coaches, sponsors, and students must comply with the requirements of this policy while using locker rooms at the school district or at other locations.

Staff members, coaches, and sponsors must appropriately supervise students in locker rooms and other locations where students dress, change, or engage in similar activities. This supervision must occur at all times during curricular and extracurricular activities and includes, but is not limited to, the following:

- Entering and walking through the entire locker room at regular and irregular intervals to provide direct supervision

and to assess student behavior.

- Maintaining an orderly locker room free from “horseplay” and other prohibited conduct.
- Maintaining a visual presence.
- Adequately addressing any misbehaviors.
- Escorting students to and from the locker room and the activity or instructional area.
- Unlocking the locker room so that students may enter, and locking the locker room after all students have exited the locker room.
- Searching the locker room to determine that all students have exited the locker room before locking it.
- Ensuring that the locker room remains locked during any activity.

If a student is found missing during an activity, the staff member, coach, or sponsor or adult designee shall check the locker room for the missing student.

The locker room must be locked at all times when unsupervised.

Only students whose team or activity is currently playing or are in-season or who are involved in a school-sponsored activity that requires or allows presence in the locker room are allowed access to the locker room before or after the regular school day.

Students are not allowed to enter or reenter the locker room without appropriate supervision.

If the staff member, coach, or sponsor is the opposite sex of the students, he or she may designate another adult of the same sex as the students to provide the required locker room supervision. This delegation does not remove ultimate responsibility from the staff member, coach, or sponsor who is subject to the obligations under this policy to ensure that such obligations are met. By allowing their students to participate in an activity with a cross-gender coach, parents/guardians consent to the entry of the staff member or his or her designee into the locker room at any time as necessary to maintain student safety and order.

Staff members, coaches, and sponsors must remain with students until they are picked up by the parent, guardian, or other authorized person or the student leaves in his or her own transportation. Students must never be left unattended after a game, practice, or other school-sponsored activity. In other words, the staff member, coach, or sponsor should be the first one to arrive at the activity and the last one to leave.

Cell phones and other devices with visual or auditory recording capability may not be used in the locker room at any time or for any reason.

Under no circumstance may a staff member, coach, or sponsor delegate any responsibility under this policy to a student or other minor.

School administrators or their designees may make random checks to assess policy compliance.

HTRS School Lockers

We would like for all coaches to have their athletes bring everything to the locker room that they need so that after practice they will not be in the halls in the building. All team members should leave the building within ten minutes after the end of the event or practice.

ACTIVITY ELIGIBILITY

The Coaching Staff may take action regarding student behavior, other than those specifically provided hereafter, which are reasonable and necessary to aid the student in the activity, further school purposes, or prevent interference with the educational process. Such corrective measures may include, but shall not be limited to the following: counseling of student, parent conferences, requirement of increased workout by student, or restriction of extra-curricular activities.

National Honor Society

Eligibility - candidates must be a member of the sophomore, junior or senior class. Candidates must have attended HTRS the equivalent of one semester. Candidates must have a cumulative scholastic average of at least a 93 percent. Candidates shall be evaluated based on service, leadership, scholarship and character.

Selection Process

1. Student’s academic records will be reviewed and a list of all candidates who qualify on the basis of scholarship

- will be prepared by the chapter advisor.
2. Students who are eligible scholastically will be notified and told that for further consideration for selection to the NHS Chapter they must complete the Student Activity Information Form.
 3. All faculty members will be invited to complete a rating of leadership, service and character for each student completing a Student Activity Information Form. The faculty is asked to rate only those students they feel they know from having worked with them in a class or activity.
 4. Students will be interviewed by the faculty council.
 5. The faculty ratings are then reviewed by a five-member faculty council that makes the final determination and selection for membership.

HS Student Council

The Student Council is a group of students who are the voices of the student body and serve in an advisory capacity to the administration on school related issues. The Student Council consists of members from each grade level. Representatives are selected in the fall by the vote of each class.

Fund Raising

Any fund-raising activities undertaken by any class or school organization must first be approved by the sponsor, then the administration. The need for the activity must be justified upon making the initial request. New fund-raising activities should not be competitive with existing fund raisers since priority will be given to the established fund-raising activities.

School Dances/Parties

Organizations may have a school dance or special activity if approved by the administration and sponsor. Dances or other activities will be co-sponsored by parents and sponsors. All junior high school dances or parties will be closed to the public. High school dances will not admit students younger than freshmen or persons older than 20. Non-HTRS high school students will be allowed to attend if the student is registered in the office and approved by administration. Students who leave a school-sponsored dance will not be allowed to return.

ACTIVITIES AND ATHLETICS

Activity Philosophy

Interscholastic athletics and activities shall be an integral part of the total school educational program. Its main purpose is to provide educational experiences not otherwise provided in the curriculum, to develop learning outcomes in the areas of knowledge, skills and emotional patterns and contribute to the development of better citizens. Emphasis shall be upon teaching through athletics and activities in addition to teaching the skills of each activity.

Objectives

- To provide outlets for students desiring to participate on teams in competition with other schools.
- To assist in the development of higher levels of strength, endurance and vitality.
- To teach good sportsmanship.
- To further develop the health and knowledge of each individual so he/she will be a contributing member of society.
- To develop ideals of self-sacrifice and denial.
- To create an atmosphere of unity; to foster a school spirit growing out of the school athletic and academic endeavors, a spirit which will make the educative process more effective.

Drug and Alcohol Use

It is the policy of HTRS Public Schools that students refrain in all cases from the use of drugs, alcohol, tobacco, and any other substances or paraphernalia prohibited by law or school policy (collectively, "prohibited substances"). This policy includes vapor products and e-cigarettes as well as any products intended by appearance or effect to replicate tobacco products. Also, included in this policy is the use and solicitation of these substances and the choice to be involved with others using, soliciting, or possessing these substances. For example, if a student is discovered to be at a party or other place where prohibited substances are in use, even if that student is not using the prohibited substance, the student is still subject to consequences under this policy.

A student who is in the possession of, under the influence of, who solicits, or who is discovered to be in the use or presence of prohibited substances on campus, in a school vehicle, or while in attendance at a school sponsored event shall be subject

to the district's student discipline policies and this section. Such student shall be suspended or excluded from participation in all school sponsored activities and contests and must complete a report of the incident which shall be given to the principal and superintendent of schools.

A student who is in the possession of, under the influence of, who solicits, or who is discovered to be in the use or presence of prohibited substances off school grounds may be suspended or excluded from participation in all school sponsored contests.

Suspension or exclusion from activities or contests for a violation of this provision will commence at the discretion of the administration. The administration is the sole determiner of when the evidence or reports are sufficient to warrant suspension and/or exclusion from activities, in addition to other consequences permitted by law and other school rules.

If the violation occurs during summer months when school is not in session, suspension or exclusion from activities and/or contests may be imposed upon the student's next activity or activities and he/she must complete that sport or activity.

Suspension from activities and/or contests for a violation of this provision occurring while school is in regular session (including end of calendar year breaks, holidays, etc.) will take effect at the direction of the administration and may commence immediately. If a student is not involved in an activity, the consequences may be imposed immediately upon the student's next activity or activities. Student violation(s) generally will result in suspension from activities and/or contests as follows. The penalties may be enhanced for each subsequent violation of this policy during the student's enrollment. However, administration may also impose more serious consequences and, for example, may treat first violations as second or third violations depending upon the nature of the violation:

- First and/or minor violations - (30) thirty*school days.
- Second and/or more severe violations - (1) one*calendar year.
- Third and/or very severe violations - remainder of student's time at HTRS

*The administration may provide the student with the option to have a 15-day suspension for the first offense or a 6-month suspension for the second offense by entering a school approved treatment program at their own expense. The student must show successful completion of an approved treatment program prior to reinstatement to activities. If at the end of the 15-day suspension period the student has not completed the approved program, the student will be reinstated as long as he/she continues and completes the approved program.

Nothing in this section prohibits the activity sponsor and/or administration from imposing consequences permitted by board policy, handbooks, activity rules, or other school rules and directives. Student discipline policy #6024 can be viewed in its entirety at htrstitans.com

Attitude

An unexcused absence from practice will result in disciplinary action determined by the sponsor. Repeat absences could result in the student's exclusion from the activity. The merit of the student's reason for missing scheduled activity events (such as practices and competitions) is determined by the sponsor of that activity. If the student is suspended or excluded from the activity, the sponsor will provide the administration with his or her basis for the decision.

Any conduct which reflects poorly on the athletic program, activity, or the HTRS Public School in general will not be tolerated, and consequences may be imposed by the administration and/or sponsor consistent with school policy.

Academics

An athlete must pass twenty (20) hours each semester to remain eligible for varsity athletic competition in the next semester.

To participate in any interscholastic competition, weekly eligibility must also be maintained. Students who fail two courses will be placed on a probationary list for ineligibility to participate in any school sponsored activity. Should the student be ineligible a second time during any one sports seasons, the student then becomes ineligible to participate during the following week from -Tuesday to Monday-, or as long as the student remains on the down list. Teachers will be required to hand in a list of students who presently maintain an accumulative failing status to the principal each week. The principal in turn will notify the activity sponsor. The sponsor will notify the student and parents. The student will be allowed to practice but may not represent the school at a competition.

Guidelines for participation in activities are established to ensure the general good nature of competition by HTRS Public School. Special or unusual circumstances involving health, attitude or academics may be dealt with by the coach and

administration at their discretion. At all times, punishment assigned should be in the spirit of enhancing the philosophy and objectives of interscholastic activities.

Pre-Practice Requirements

Each student, before he/she can participate in athletics each school year, must present the Athletic Director with a physician's statement stating he/she is physically fit to participate in interscholastic athletics.

If an athlete is under medical advice not to participate in athletics, he/she will not be allowed to do so regardless of the feeling of the athlete, his/her parents or the coach.

Each athlete must have permission in writing of his/her parents before he/she can participate in athletic practices.

Insurance

Accident insurance must be carried by the athlete's parents before he/she can participate. If the family does not have health insurance coverage, insurance through the school may be purchased at a nominal fee. Information as to the insurance coverage must be provided in writing to the Athletic Director before the participant will be allowed to practice.

Due Process

Due process is afforded to both students and their parents to assure communications between home and school. HTRS takes great care to preserve the rights of all involved. It is only through communications that wrongs can be righted or improvements can be made.

Team Travel

Coaches/Sponsors are responsible for making sure any school vehicle used is clean upon return.

Team members must travel to and from out-of-town activities as a unit. The only exception to this rule occurs when prior arrangements have been made for transportation. Arrangements must be made with the coach/sponsor and the principal. Parents may sign out a student after the activity.

Dress of team members on out-of-town trips should follow the district dress code and be clean, neat and in good taste.

Meal Allowance

The school will provide meals up to the per diem amount provided for in policy on overnight trips. On district/state trips of over 100 miles, the school will also provide meals. Good judgment should be used by sponsors when ordering meals any amount above the meal allowance will be reimbursed by the sponsor. Sign and return receipts to the principal's administrative assistant (Lanette) the day following the trip. (Please make meal arrangements before leaving for the contests).

Mileage Reimbursement

When school transportation and with prior superintendent's permission, payment for mileage will be made upon request at the going district rate per mile.

Participation and Attendance

A team member may not practice with the team or play in an athletic contest if he/she has missed the afternoon prior to participation because of illness or unexcused absence. A team member must be in attendance the last four period of the day prior to an all-day activity (such as a track meet).

School absence because of school activities or family emergencies (funeral, etc.) will not result in the student being held out of practice or games. Prior arrangements will be handled on an individual basis at the discretion of the coach. Coaches and sponsors should remind students to get to classes on time following a late arrival from an away event.

Practice/Contest Guidelines

There will be no practice of any sport or activity on Sunday unless there is a competition on the following Monday. Sunday practice will not be mandatory and must be approved by the administration. When the school issues a 2-hour late start due to weather, practice may be held but will not be mandatory. There will be no practice when school has been cancelled because of inclement weather. If practices are held during school vacations or holiday periods, excluding preseason practice in the summer, students will be encouraged, but not required, to participate.

No athletic contests will be played on Wednesday evening (church night) unless they are mandated by Conference or District Tournament officials.

No player will be cut from an athletic team because of lack of his/her athletic ability.

The school will provide uniforms and other necessary equipment for participation in the various activities with the exception of shoes. Students will have to pay for their outfits for cheerleading, swing choir, and stage band. Towels, socks, etc. must also be the responsibility of each participant. Equipment that is checked out to the student is his/her responsibility for safekeeping and cleaning. If it is lost, the student will be expected to pay its replacement cost.

At the end of each sport season, the coach will announce the athletes who earned a letter in that sport.

Coaches will hold approximately 1.5 hour, not to exceed 2-hour, practice sessions (indoor practice during the summer may be longer with prior Superintendent’s approval). Athletes will practice after school and the other activities will practice at other times.

Each student out for athletics will be assigned a locker with a lock. We encourage students not to bring valuables to school and not to leave their locker unlocked but each year we have items stolen because students neglected to heed our warnings. Items cannot be stolen if they are kept locked up.

HEAT PROTOCOL

NSAA Wet Bulb Globe Thermometer (WBGT) Heat Modification Guidelines

The NSAA Board of Directors approved the Wet Bulb Globe Thermometer (WBGT) as the recommended measurement practice and device for measuring acceptable heat / humidity levels for practices and contests. The use of WBGT is recommended throughout the calendar year when the ambient temperature is above 80 degrees.

Region 1	Region 2	Activity Guidelines
< 76.1	< 79.7	NORMAL ACTIVITIES 3 SEPARATE - 3 TO 5 MINUTE REST / WATER BREAKS PER HOUR
76.2 - 81	79.8 - 84.6	USE DISCRETION FOR INTENSE / PROLONGED PRACTICE 3 SEPARATE - 4 TO 6 MINUTE REST / WATER BREAKS PER HOUR MONITOR AT-RISK ATHLETES CLOSELY COLD WATER IMMERSION AVAILABLE
81.1 - 84	84.7 - 87.6	MAXIMUM PRACTICE TIME IS 2 HOURS HELMETS AND SHOULDER PADS ONLY REMOVE HELMETS AND SHOULDER PADS IF CONDITIONING 4 SEPARATE - 4 TO 6 MINUTE REST / WATER BREAKS PER HOUR MONITOR AT-RISK ATHLETES CLOSELY COLD WATER IMMERSION AVAILABLE CONTESTS: PER NFHS RULES, IMPLEMENT ADDITIONAL/EXTENDED TIMEOUTS FOR REST / WATER BREAKS
84.1 - 86.1	87.7 - 89.7	MAXIMUM PRACTICE TIME IS 1 HOUR HELMETS AND SHOULDERS PADS PROHIBITED NO CONDITIONING 4 SEPARATE - 5 TO 7 MINUTE REST / WATER BREAKS PER HOUR MONITOR AT-RISK ATHLETES CLOSELY COLD WATER IMMERSION AVAILABLE CONTESTS: PER NFHS RULES, IMPLEMENT ADDITIONAL/EXTENDED TIMEOUTS FOR REST / WATER BREAKS CONTESTS: CONSIDER DELAYING / POSTPONING START TIMES
> 86.1	> 89.7	NO OUTDOOR ACTIVITIES CANCEL OR DELAY OUTDOOR PRACTICES / CONTESTS UNTIL LOWER WBGT IS RECORDED

ADDITIONAL INFORMATION:

PARTICIPANTS SHOULD ALWAYS HAVE UNRESTRICTED ACCESS TO WATER / FLUIDS WBGT SHOULD BE MEASURED EVERY 30 MINUTES

INDIVIDUAL REACTIONS TO HEAT WILL VARY PER ATHLETE

SCHOOLS SHOULD HAVE AN EXERTIONAL HEAT ILLNESS EMERGENCY ACTION PLAN AT RISK ATHELETES SHOULD ALWAYS BE MONITORED CLOSELY

WBGT IS AN ALL-INCLUSIVE MEASURE OF THE HEAT STRESS IN DIRECT SUNLIGHT, WHICH TAKES INTO ACCOUNT AMBIENT TEMPERATURE, HUMIDITY, SUN ANGLE, WIND SPEED, CLOUD COVER (SOLAR RADIATION)

Requirements for Letters

Football	Play in at least half of the varsity quarters.
Basketball	Play in at least half of the varsity quarters.
Volleyball	Play in at least half of the total games played.
Wrestling	Accumulate 20 points or place at district wrestling tournament and/or complete the season in good standing.
Track	Score in 4 events or 4 meets.
Golf	Participate in 50% or more of varsity meets or medal in a varsity meet.

The requirements listed above may be waved in the case of an athlete who has contributed a great deal to the team. An athlete must complete the season to letter unless the activity director and coach grant permission to discontinue competition for such things as health and injury. In all cases the athlete must have the coach’s and activity director’s approval for lettering.

Letters may be granted to senior students who have participated for four years in the same sport.

Student manager letters are given to students who prefer the duties of such and meet the requirements of completing the season and have the activity director’s approval.

IN ORDER TO REPRESENT A HIGH SCHOOL IN INTERSCHOLASTIC ATHLETIC COMPETITION, A STUDENT MUST ABIDE BY ELIGIBILITY RULES OF THE NEBRASKA SCHOOL ACTIVITIES ASSOCIATION.

Participation on Other Teams

Any individual who is a member of any HTRS HS interscholastic athletic squads cannot participate in any other organized team of the same sport, in school or out of school, during the concurrent period that he is a member of a HTRS interscholastic squad. (Example: town team basketball)

Middle School Athletic Eligibility

To be eligible to participate in Middle School athletics the following rules apply:

1. All members must be a 7th or 8th grade student enrolled in a minimum of 10 credit hours per semester and in regular attendance.
2. All members must not turn 16 years old prior to August 1 of the current school year.
3. All members are limited to two years of eligibility.
4. Members must be present in school for at least 4 periods on the day of practice or game to participate.
5. Members must be academically eligible (see ineligibility list under academics).

Any exception to this rule must be approved by the administration. The administration and coaching staff shall reserve the right to withhold any student from participation should the classroom work or citizenship of the student at any time indicate they are not working up to their potential.

Activity Bus

On occasion the school may provide an activity bus for high school students to attend an event. The sign-up sheet for the activity bus will be in the principal’s office. Students must sign up by 3:30 on the preceding day.

The use of the school buses for school activities is a privilege granted by the board of education so that students may take part in out-of-town activities. Bus sponsors for those activity trips are appointed by the school officials, and therefore, have the same official responsibility as that of the teacher. If students do not conform to the rules, the sponsor shall report the rule violation to the principal’s office immediately.

Students and staff/sponsor must ride the bus to and from out-of-district school sponsored activities. Sponsors may only release the students to ride home with their parents provided the parents have gained permission from the sponsor by speaking with him/her personally. After speaking with the sponsor, the parents will need to sign a release before leaving with the student.

When using school vans, be sure to fill with gas, clean up trash, and complete the mileage log when the trip is completed. Return school phones and keys to the activities director. If any mechanical problems are noticed with the vans, please report them to Mr. Cumro; he is in charge of van maintenance. Report all accidents if they occur. Accident report forms are in the activity director's office. Please remember, the lights must be used and the students shall have their seat belts on.

Return to Learn Protocol

The Concussion Management Team (CMT) ensures that every student who suffers a concussion is monitored for a safe return to activity.

1. Possible concussion occurs! If at school sporting event or other school activity, family is notified of possible concussion and encouraged to seek medical confirmation and advice.
2. Medical confirmation of concussion is obtained.
3. Parent signs Release of Information form allowing the school district to be notified of concussion and to share information.
4. District CMT contact person notified of medical confirmation of concussion parent, coach, athletic trainer or health care provider.
5. CMT contact person informs appropriate school personnel (teachers, school nurse, athletic trainer, coaches, etc.) of concussed student and specifies general accommodations from health care provider if available.
6. CMT implements a gradual Return to Learn Progression plan (see separate document).
7. CMT documents physical, cognitive, behavioral and emotional symptoms of concussed student and assesses the student's needs based on symptoms.
8. CMT designs individual academic accommodation plan with appropriate school staff and works with the student assistance team to coordinate academic accommodations for duration of recovery (about 2 -3 weeks) and reviews this with the student and family.
9. Teachers monitor the effectiveness of adjustments, accommodations and symptoms of concussion and report progress/recovery data and results regularly to CMT contact person. Data on progress/recovery shared with family and student. Family monitors symptoms at home and regularly reports to CMT.
10. CMT makes adjustments and readjustments to individual plan until student no longer has special needs in the classroom resulting from the concussion. Student progress and updates are communicated to appropriate school staff, family and student.
11. Family and CMT agree student is symptom free and function is "back to baseline**" in the classroom. CMT ensures that the concussion date and adjustments for Return to Learn are documented in the student's file.
12. Student returns to academics full-time with no adjustments or accommodations. Written clearance from health care provider is obtained by family. After a successful Return to Learn plan has been completed, the student begins the Return to Play Progression.

**Baseline testing will be completed on all students entering 7th, 9th and 11th grade.

ACKNOWLEDGEMENT OF RECEIPT COACH, SPONSOR AND PARTICIPANT HANDBOOK

I acknowledge that I have received a copy of the 2022-2023 Coach, Sponsor and Participant Handbook and I have read, fully understand, and support the Handbook. I am responsible for reviewing the Handbook and asking my supervisor or my Athletic Director questions about, or seeking clarification of, anything I do not understand in the Handbook.

I understand that if I violate any NSAA or HTRS policy, procedure or rule contained within the Handbook, or which is otherwise brought to my attention, I am subject to forfeiture of privileges and benefits and/or disciplinary action up to and including termination. I will observe and follow all policies, rules and procedures presently existing and as may be amended by HTRS in the future. I further understand that because business judgments and needs may change, HTRS may unilaterally change its rules and procedures at any time without prior notice to me and that it is therefore my responsibility to verify that I have current information.

I also acknowledge that I will fully comply with all rules, policies, and guidelines contained in the Employee Handbook. This handbook supersedes and replaces all prior handbooks, policies or statements issued regarding activities or any matter addressed in this handbook.

Coach's/Sponsor's Printed Name

Coach's/Sponsor's Signature

Date



HTRS TITANS

2022-2023 Titan School Calendar

August 2022						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2022						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2022						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2022						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2023						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2023						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2023						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2022 (12 Student / 15 Teacher)
8 Fall Sports Pract Start
11-12 Teacher In-service
15 Teacher Workday
16 First Day K - 12
22 First Day PreK
September 2022 (19 Student / 19 Teacher)
5 No-School / Labor Day
6 10:00 am Start / Morn In-service
9 & 23 1:30 Dismissal / 3:00 pm FB
14 1:30 Dismissal / Fair
15-16 No-School / Fair
October 2022 (20 Student / 21 Teacher)
3 10:00 am Start / Morn In-service
14 End of 1st Quarter (41 Days)
27 1:30 Dismissal / P/T Conf 1:30 - 7:00
28 No-School / Workday
31 10:00 am Start / Morn In-service
November 2022 (19 Student / 19 Teacher)
23 - 25 No-School Thanksgiving
28 10:00 am Start / Morn In-service
December 2022 (15 Student / 15 Teacher)
21 1:30 Dismissal / End 2nd Quarter
22 - 30 No-School / Christmas Break
23 - 27 5 Day Practice/Competition Moratorium
January 2023 (19 Student / 21 Teacher)
2 No-School / New Years
3 No-School / Teacher Workday
4 Start of 2nd Semester
16 No-School / Teacher In-Service
February 2023 (18 Student / 20 Teacher)
3 No-School / Teacher In-Service
9 1:30 Dismissal / P/T Conferences 1:30 - 7:00
10 No-School / Teacher Workday
13 10:00 am Start / Morn In-service
27 Spring Sport Practice Starts
March 2023 (20 Student / 21 Teacher)
8 1:30 Dismissal / End 3rd Quarter
9 - 10 No-School / Spring Break
17 No-School / JH Music Contest. Teacher-Workday
23 No-School / MUDECAS Inst. Teacher-Workday
27 10:00 am Start / Morn In-service
April 2023 (18 Student / 18 Teacher)
7 No-School / Good Friday
10 No School / Easter Monday
May 2023 (14 Student / 5 Seniors / 15 Teacher)
5 Senior's Last Day
12 PreK Last Day
13 Graduation 2:00 pm
18 1:30 Dismissal / Last Day / End 4th Quarter (45 Days)
19 Teacher Workday

5 Teacher Workday	5 10:00 Start - Teacher In-service 8-10
5 Teacher In-service	5 12:45 Dismissal
5 1:30 Dismissal	
5 No-School Holiday	
5 End of Quarter	

173 Student Days - 185 Teacher
P/T Conferences in evenings on Oct 20 & Feb 9 plus
Open House Aug 15 together = 1 teacher contract day

Calendar Changes

September 9 and 23 need to be 1:30 dismissals not 12:45

March 17 needs to be a work day because we have a JH music contest that day.

ACTIVITY FUND**2021-2022**

<u>Account Number</u>	<u>Account Description</u>		
			*Ending Balance:
05 704 0099	2026		\$1,644.53
05 704 0100	Athletics - Miscellaneous		(\$35,937.17)
05 704 0122	2025		\$2,417.66
05 704 0122	2021		\$2,248.13
05 704 0124	2023		\$4,796.75
05 704 0125	2024		\$2,105.68
05 704 0126	2022		(\$210.68)
05 704 0135	Annual		\$4,419.15
05 704 0136	Drill Team		\$1,100.19
05 704 0137	Track		\$554.70
05 704 0138	Concession		(\$9,085.73)
05 704 0139	FCS		\$300.00
05 704 0140	Industrial Arts		\$3,976.12
05 704 0141	One Act		\$550.55
05 704 0142	Student Council - H S		\$878.04
05 704 0143	H.S. Youth Leadership		\$5,056.87
05 704 0144	H.S. Cheerleading		(\$90.37)
05 704 0145	Legion Scholarship		\$1,921.96
05 704 0146	Foundation Scholarship		(\$16,475.00)
05 704 0147	Donations		\$7,576.91

05 704 0148	Activities			\$3,854.23
05 704 0149	Library			\$6,418.71
05 704 0150	Wrestling			(\$217.36)
05 704 0151	Grants & Scholarships			\$3,820.45
05 704 0152	Elementary			\$671.21
05 704 0154	Music (new)			(\$1,066.98)
05 704 0155	Snack Cart			(\$319.66)
05 704 0156	Leap Program			\$4,564.00
05 704 0157	COF			\$2,447.45
05 704 0161	StuCo - Middle School			\$2,186.19
05 704 0162	Mock Trial			\$705.43
05 704 0163	Volleyball Club			\$4,144.61
05 704 0164	Golf Club			\$2,954.50
05 704 0165	Middle School-Youth Leadership			\$1,031.66
05 704 0166	Power Lifting			\$2,957.30
05 704 0168	Speech			\$1,273.31
05 704 0169	MS Robotics			\$2,513.71
05 704 0171	Boys Basketball			\$3,680.28
05 704 0172	Girls Basketball			\$637.59
05 704 0173	Sport Posters			\$12,196.18
05 704 0174	Football Club			\$1,448.13
05 704 0175	FFA			(\$4,129.56)

05 704 0176	HS Robotics			\$1,166.15
05 704 0995	Interest			\$303.69
05 704 0996	Service Charge			(\$143.66)
				\$30,845.85

	<u>Transfer</u>		<u>2022-23 Beg Bal</u>
	\$0.00		\$1,644.53
	\$60,937.17		\$25,000.00
	\$0.00		\$2,417.66
	\$0.00		\$2,248.13
	\$0.00		\$4,796.75
	\$0.00		\$2,105.68
	\$210.68		\$0.00
	\$0.00		
	\$0.00		\$1,100.19
	\$0.00		\$554.70
	\$11,085.73		\$2,000.00
	\$0.00		\$300.00
	\$0.00		\$3,976.12
	\$0.00		\$550.55
	\$0.00		\$878.04
	\$0.00		\$5,056.87
	\$90.37		\$0.00
	\$0.00		\$1,921.96
	\$0.00		(\$16,475.00)
	\$0.00		\$7,576.91

	\$0.00		\$3,854.23
	\$0.00		\$6,418.71
	\$517.36		\$300.00
	\$0.00		\$3,820.45
	\$0.00		\$671.21
	\$1,366.98		\$300.00
	\$619.66		\$300.00
	\$0.00		\$4,564.00
	\$0.00		\$2,447.45
	\$0.00		\$2,186.19
	\$0.00		\$705.43
	\$0.00		\$4,144.61
	\$0.00		\$2,954.50
	\$0.00		\$1,031.66
	\$0.00		\$2,957.30
	\$0.00		\$1,273.31
	\$0.00		\$2,513.71
	\$0.00		\$3,680.28
	\$0.00		\$637.59
	\$0.00		\$12,196.18
	\$0.00		\$1,448.13
	\$5,172.05		\$1,042.49

	\$0.00		\$1,166.15
	(\$143.66)		\$160.03
	\$143.66		\$0.00
	\$80,000.00		\$106,426.70

2010
Preparation for Board Meetings

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: May 9, 2011
Reviewed on: August 12, 2013
Reviewed on: March 13, 2016
Revised on: February 10, 2020
Revised on: _____

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects
Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.326 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in

connection with a contract to secure fulfillment of all the contractor's obligations under such contract.

- C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under \$250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between \$10,000 and \$250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

- B. Construction Projects with an estimated cost of between \$109,000 and \$249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of \$109,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$109,000 and \$250,000.

IV. Construction Projects with an Anticipated Cost Over \$250,000

- A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and

responsible bidder.

- a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
- b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
- c) Any or all bids may be rejected if there is a sound documented reason.

5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.
2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.
2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their

representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when

possible and consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in the U.S. or processed in the U.S. substantially using agricultural commodities produced in the U.S.

C. Full and Open Competition

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

 - b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

 - c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.
2. Maintenance of Construction Records for Projects Financed with Federal Funds
- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

- b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

- A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.
- B. Contracts covered by this policy are subject to the following additional provisions.
 - 1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
 - 2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
 - 3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

VII. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and

number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up

to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers

to the grant award notice prior to determining the appropriate use of program income.

I. 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 non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity'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 subpart E (Cost Principles) of this part;
- (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 this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when

possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: August 14, 2017

Revised on: August 13, 2018

Revised on: September 16, 2019

Revised on: June 14, 2021

Revised on: _____

3004.1
Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between \$10,000 and \$250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. **Noncompetitive Proposals (Sole Sourcing)**

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

5. Competitive Proposals.

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of \$25 or less.

D. Enforcement

Disciplinary Actions including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment, will be applied for violations of such standards by officers, employees, or agents of the District.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.

2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be

supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

I. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

J. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

V. Financial Management

A. Identification

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. 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 non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity'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 subpart E (Cost Principles) of this part;
- (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 this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;

- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI-VII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before

the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: August 14, 2017
Revised on: August 13, 2018
Revised on: September 16, 2019
Revised on: November 16, 2020
Revised on: June 14, 2021
Revised on: _____

3012

School Meal Program and Meal Changes

Meal Program. The school district will make a school meal program available to students. The cost of the service will be determined by the board of education so as to make the program as nearly self-supporting as possible. With board approval, the district may contract with a private company or corporation for the management and/or provision of the program.

The district will notify the families with children attending school of the current guidelines for free or reduced-price school meals. A copy of the complete regulations and procedures regarding reduced-price and free meals shall be available in the office of the superintendent. Families may apply for free or reduced-price school meals at any time during the school year.

Payment Options. Families may pay for school lunches using cash or check. Electronic or e-fund payments are also available through a link on the school district's website.

Meal Charge Policy. The district will notify students and their families of the policy for **Charged Meals**, meaning meals received by a student when the student does not have money in hand or in his or her food account. This policy applies to students who receive meals at the free, reduced, or full rates.

Notice of this policy must be provided in writing to all households at the start of each school year and to households that transfer to the school during the school year. Notice may be provided through the student handbook, student registration materials, online portal used to access student accounts, direct mailing or e-mail, newsletter, the district website, and/or any other appropriate means. Notice of this policy will also be provided to all school staff responsible for the enforcement of it, including food service professionals responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and other staff involved in enforcing any aspect of this policy.

If a student has no funds available to pay for a meal, the student will be provided, but not charged for a "courtesy meal," such as a plain sandwich. A student's account will not be allowed to become delinquent more than \$5.00.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. School staff may prohibit any student from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.

If a student repeatedly lacks funds to purchase a meal, has not brought a meal from home, or is not enrolled in a free meal program, the district will use its resources and contacts to protect the health and safety of the student. Failure or refusal of parents or guardians to provide meals for students may require mandatory reporting to child protection agencies as required by law.

Collection of Delinquent Meal Charge Debt

The school district is required to make reasonable efforts to collect unpaid meal charges. The building principal or his or her designee will contact households about unpaid meal charges and notify them again of the availability of the free and reduced meal program and/or establish payment plans and due dates by telephone, e-mail, or other written or oral communication. If these collection efforts are unsuccessful, the school district may pursue any other methods to collect delinquent debt as allowed by law.

Collection efforts may continue into a new school year.

In the event that the Nebraska Department of Education develops a state-level meal charge policy, it shall supersede that portion of this policy.

Adopted on: July 13, 2009

Reviewed on: November 13, 2013

Revised on: March 14, 2016

Revised on: August 14, 2017

Reviewed on: August 10, 2020

3057
Title IX Policy

It is the policy of the school district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subject to discrimination under any of the school district's programs or activities. The district is required by Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106 to not discriminate in such a manner.

1. Title IX Coordinator

1.1. **Designation.** The district will designate and authorize at least one employee to coordinate its efforts to comply with its responsibilities under this policy, who will be referred to as the "**Title IX Coordinator.**" The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, of the name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator. Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment). This report may be made by any means, including but not limited to, in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during non-business hours).

2. Definitions. As used in this policy, the following terms are defined as follows:

2.1. **Actual knowledge** means notice of sexual harassment or allegations of sexual harassment to any district employee. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only district employee with actual knowledge is the respondent (as that term is defined below). "Notice" as used in this paragraph includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator as described in subsection 1.1 above.

2.2. **Complainant** means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

2.3. **Formal complaint** means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the district investigate the allegation of sexual harassment. The only district official who is authorized to initiate the Grievance Process for Formal Complaints of Sexual Harassment against a respondent is the Title IX Coordinator (by signing a formal complaint). At the time of filing a formal complaint with the district, a complainant must be participating in or attempting to participate in the district's education program or activity. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator under subsection 1.1 above, and by any additional method designated by the district. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party under this policy or under 34 C.F.R. part 106, and will comply with the requirements of this policy and 34 C.F.R. part 106, including subsections 5.1.3–5.1.4 and 34 C.F.R. § 106.45(b)(1)(iii).

2.4. **Respondent** means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

2.5. **Consent** for purposes of this policy means the willingness in fact for conduct to occur. An individual may, as a result of age, incapacity, disability, lack of information, or other circumstances be incapable of providing consent to some or all sexual conduct or activity. Neither verbal nor physical resistance is required to establish that an individual did not consent. District officials will consider the totality of the circumstances in determining whether there was consent for any specific conduct. Consent may be revoked or withdrawn at any time.

2.6. **Sexual harassment** means conduct on the basis of sex that satisfies one or more of the following:

2.6.1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;

2.6.2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it

effectively denies a person equal access to the district's education program or activity;

2.6.3. **Sexual assault**, as defined in 20 U.S.C. § 1092(f)(6)(A)(v), which means an offense classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation:

2.6.3.1. **Sex Offenses, Forcible**—Any sexual act directed against another person, without the consent of the victim including instances where the victim is incapable of giving consent.

2.6.3.1.1. **Rape**—(Except Statutory Rape) The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity.

2.6.3.1.2. **Sodomy**—Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.3. **Sexual Assault with an Object**—To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.1.4. **Fondling**—The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

2.6.3.2. **Sex Offenses, Non-forcible**—(Except Prostitution Offenses) Unlawful, non-forcible sexual intercourse.

2.6.3.2.1. **Incest**—Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

2.6.3.2.2. **Statutory Rape**—Non-Forcible sexual intercourse with a person who is under the statutory age of consent

2.6.4. **Dating violence**, as defined in 34 U.S.C. § 12291(a), which means violence committed by a person—

2.6.4.1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2.6.4.2. where the existence of such a relationship shall be determined based on a consideration of the following factors:

2.6.4.2.1. The length of the relationship.

2.6.4.2.2. The type of relationship.

2.6.4.2.3. The frequency of interaction between the persons involved in the relationship.

2.6.5. **Domestic violence**, as defined in 34 U.S.C. § 12291(a)(8), which includes felony or misdemeanor crimes ~~of violence~~ committed by a current or former spouse or intimate partner of the victim, ~~by a person with whom the~~ under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of ~~victim shares a child in common~~ services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who—

2.6.5.1. is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;

2.6.5.2. is cohabitating ~~with,~~ or has cohabitated, with the victim as a spouse or intimate partner, ~~by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person;~~

2.6.5.3. shares a child in common with the victim; or

~~2.6.4.3.~~2.6.5.4. commits acts against ~~an~~ a youth or adult ~~or youth~~ victim who is protected from ~~that~~ person's~~those~~ acts under the family or domestic ~~or family~~ violence laws of the jurisdiction.

~~2.6.5.2.~~2.6.6. Stalking, as defined in 34 U.S.C. § 12291(a), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

~~2.6.5.1.~~2.6.6.1. _____ fear for his or her safety or the safety of others; or

~~2.6.5.2.~~2.6.6.2. _____ suffer substantial emotional distress.

2.7. **Supportive measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is

responsible for coordinating the effective implementation of supportive measures.

3. Discrimination Not Involving Sexual Harassment.

3.1. General Prohibition. Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any academic, extracurricular, research, occupational training, or other education program or activity operated by the district.

3.2. Specific Prohibitions. Except as provided elsewhere in Title IX, 34 C.F.R. part 106, or this policy, in providing any aid, benefit, or service to a student, the district will not on the basis of sex:

- 3.2.1. Treat one person differently from another in determining whether such person satisfies any requirement or condition for the provision of such aid, benefit, or service;
- 3.2.2. Provide different aid, benefits, or services or provide aid, benefits, or services in a different manner;
- 3.2.3. Deny any person any such aid, benefit, or service;
- 3.2.4. Subject any person to separate or different rules of behavior, sanctions, or other treatment;
- 3.2.5. Apply any rule concerning the domicile or residence of a student or applicant;
- 3.2.6. Aid or perpetuate discrimination against any person by providing significant assistance to any agency, organization, or person which discriminates on the basis of sex in providing any aid, benefit or service to students or employees;
- 3.2.7. Otherwise limit any person in the enjoyment of any right, privilege, advantage, or opportunity.

3.3. Complaint Procedure. All complaints regarding any alleged discrimination on the basis of sex, including without limitation violations of this policy, 34 C.F.R. part 106, Title IX, Title VII, or other state or federal law—when the alleged discrimination does not arise from or

relate to an allegation of sexual harassment as defined in subsection 2.6 above—shall be addressed pursuant to the district’s general complaint procedure, Board Policy 2006.

4. **Response to Sexual Harassment**

4.1. **Reporting Sexual Harassment.** Any person who witnesses an act of unlawful sexual harassment is encouraged to report it to the District’s Title IX Coordinator. No person will be retaliated against based on any report of suspected sexual harassment or retaliation. Any District employee who receives a report of sexual harassment or has actual knowledge of sexual harassment must convey that information to the Title IX Coordinator as soon as reasonably practicable, but in no case later than the end of the following school day.

4.2. **General Response to Sexual Harassment.** When the district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, the district will respond promptly in a manner that is not deliberately indifferent. The district will be deemed to be deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances. For the purposes of this policy “education program or activity” includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs. The district’s response will treat complainants and respondents equitably by offering supportive measures as defined in subsection 2.7 above to a complainant, and by following the grievance process described in section 5 below before the imposition of any disciplinary sanctions or other actions that are not supportive measures, against a respondent. The Title IX Coordinator will promptly contact the complainant to discuss the availability of supportive measures, consider the complainant’s wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.

4.3. **Emergency Removal.** Nothing in this policy precludes the district from removing a respondent from the district’s education program or activity on an emergency basis, provided that the district undertakes an individualized safety and risk analysis, and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal. In the event that the district so removes a respondent on an emergency basis, then the district will provide the respondent

with notice and an opportunity to challenge the decision immediately following the removal. This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

4.4. **Administrative Leave.** Nothing in this policy precludes the district from placing a non-student employee respondent on administrative leave during the pendency of a grievance process that complies with section 5 below. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act.

4.5. **General Response Not Conditioned on Formal Complaint.** With or without a formal complaint, the district will comply with the obligations and procedures described in this section 4.

5. **Grievance Process for Formal Complaints of Sexual Harassment.**

5.1. **General Requirements.**

5.1.1. **Equitable Treatment.** The district will treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following the grievance process described in this section 5 before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. Remedies will be designed to restore or preserve equal access to the district's education program or activity. Remedies may include the same individualized services described in subsection 2.7 as "supportive measures"; however, remedies need not be non-disciplinary or non-punitive and need not avoid burdening the respondent.

5.1.2. **Objective Evaluation.** This grievance process requires an objective evaluation of all relevant evidence—including both inculpatory and exculpatory evidence. Credibility determinations may not be based on a person's status as a complainant, respondent, or witness.

5.1.3. **Absence of Conflicts of Interest or Bias.** The district will require that any individual designated by a recipient as a

Title IX Coordinator, investigator, decision-maker, or any person designated by a recipient to facilitate an informal resolution process, not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent.

5.1.4. **Training.** The district will ensure that all individuals or entities described in this Training section 5.1.4 receive training as provided below. Any materials used to train these individuals will not rely on sex stereotypes and will promote impartial investigations and adjudications of formal complaints of sexual harassment.

5.1.4.1. **All District Employees and Board Members.** All district employees and board members will be trained on how to identify and report sexual harassment.

5.1.4.2. **Title IX Coordinators, Investigators, Decision-Makers, or Informal Resolution Facilitators.** The district will ensure that Title IX Coordinators, investigators, decision-makers, or any person designated by the district to facilitate an informal resolution process receive training on:

5.1.4.2.1. The definition of sexual harassment in subsection 2.6;

5.1.4.2.2. The scope of the district's education program or activity;

5.1.4.2.3. How to conduct an investigation and grievance process including hearings, appeals, and informal resolution processes, as applicable; and

5.1.4.2.4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias.

5.1.4.3. **Decision-Makers.** The district will ensure that decision-makers receive training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's

sexual predisposition or prior sexual behavior are not relevant, as set forth in subsection 5.6.2.

- 5.1.4.4. **Investigators.** The district will also ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence, as set forth in subsection 5.5.8.
- 5.1.5. **Presumption.** It is presumed that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.
- 5.1.6. **Reasonably Prompt Time Frames.** This grievance process shall include reasonably prompt time frames for conclusion of the grievance process, including reasonably prompt time frames for filing and resolving appeals and informal resolution processes if the district offers informal resolution processes. The process shall also allow for the temporary delay of the grievance process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities.
- 5.1.7. **Range of Possible Sanctions and Remedies.** Following a determination of responsibility, the district may impose disciplinary sanctions and remedies in conformance with this and the district's student discipline policy, and other state and federal laws. Depending upon the circumstances, these policies provide for disciplinary sanctions and remedies up to and including expulsion.
- 5.1.8. **Range of Supportive Measures.** The range of supportive measures available to complainants and respondents include those listed in subsection 2.7.
- 5.1.9. **Respect for Privileged Information.** The district will not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information

protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

5.2. **Notice of Allegations.**

5.2.1. **Initial Notice.** Upon receipt of a formal complaint, the district will provide the following written notice to the parties who are known:

5.2.1.1. A copy of this policy.

5.2.1.2. Notice of the allegations of sexual harassment potentially constituting sexual harassment as defined in subsection 2.6, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include the identities of the parties involved in the incident, if known, the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known. The written notice will include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the grievance process. The written notice will inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney, under subsection 5.5.5, and may inspect and review evidence under subsection 5.5.5. The written notice will inform the parties of any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the grievance process.

5.2.2. **Supplemental Notice.** If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the Initial Notice described above, the district will provide notice of the additional allegations to the parties whose identities are known.

5.3. **Dismissal of Formal Complaint.**

- 5.3.1. The district will investigate the allegations in a formal complaint.
- 5.3.2. **Mandatory Dismissals.** The district **must** dismiss a formal complaint if the conduct alleged in the formal complaint:
 - 5.3.2.1. Would not constitute sexual harassment as defined in subsection 2.6 even if proved;
 - 5.3.2.2. Did not occur in the district's education program or activity; or
 - 5.3.2.3. Did not occur against a person in the United States.
- 5.3.3. **Discretionary Dismissals.** The district **may** dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing:
 - 5.3.3.1. The complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein;
 - 5.3.3.2. The respondent is no longer enrolled in or employed by the district; or
 - 5.3.3.3. Specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.
- 5.3.4. Upon a dismissal required or permitted pursuant to subsections 5.3.2 or 5.3.3 above, the district will promptly send written notice of the dismissal and an explanation of that action simultaneously to the parties.
- 5.3.5. Dismissal of a formal complaint under this policy does not preclude the district from taking action under another provision of the district's code of conduct or pursuant to another district policy.

5.4. **Consolidation of Formal Complaints.** The district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other

party, where the allegations of sexual harassment arise out of the same facts or circumstances. Where a grievance process involves more than one complainant or more than one respondent, references in this policy to the singular "party," "complainant," or "respondent" include the plural, as applicable.

5.5. Investigation of Formal Complaint. When investigating a formal complaint and throughout the grievance process, the district will:

- 5.5.1. Designate and authorize one or more persons (which need not be district employees) as investigator(s) to conduct the district's investigation of a formal complaint;
- 5.5.2. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the district and not on the parties provided that the district cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the district obtains that party's voluntary, written consent to do so for a grievance process under this section (if a party is not an "eligible student," as defined in 34 CFR 99.3, then the district will obtain the voluntary, written consent of a "parent," as defined in 34 CFR 99.3);
- 5.5.3. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
- 5.5.4. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
- 5.5.5. Provide the parties with the same opportunities to have others present during any grievance proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or grievance proceeding;

however, the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;

- 5.5.6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- 5.5.7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report; and
- 5.5.8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 calendar days prior to the time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

5.6. Determination Regarding Responsibility

5.6.1. Decision-Maker(s). The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).

5.5.9-5.6.2. Exchange of Written Questions. After the district has sent the investigative report to the parties pursuant to subsection 5.5.8, but before reaching a determination regarding responsibility, the decision-maker(s) will afford

each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) will explain to the party proposing the questions any decision to exclude a question as not relevant.

~~5.6.1.1. **Determination Regarding Responsibility**~~

~~5.6.1.1.1.1. **Decision-Maker(s)**. The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).~~

~~5.6.2.5.6.3. **Written Determination.**~~ The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) will apply the preponderance of the evidence standard. The written determination will include:

~~5.6.2.1.5.6.3.1.~~ Identification of the allegations potentially constituting sexual harassment as defined in subsection 2.6;

~~5.6.2.2.5.6.3.2.~~ A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

~~5.6.2.3.5.6.3.3.~~ Findings of fact supporting the determination;

~~5.6.2.4.5.6.3.4.~~ Conclusions regarding the application of the district's code of conduct to the facts;

~~5.6.2.5~~5.6.3.5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and

~~5.6.2.6~~5.6.3.6. The district's procedures and permissible bases for the complainant and respondent to appeal.

~~5.6.3~~5.6.4. The district will provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

~~5.6.4~~5.6.5. The Title IX Coordinator is responsible for effective implementation of any remedies.

5.7. Appeals. The district will offer both parties the opportunity to appeal from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, on the grounds identified below.

5.7.1. Time for Appeal. Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools within ten (10) calendar days of the date of the respective written determination of responsibility or dismissal from which the appeal is taken. The Notice of Appeal must include (a) the name of the party or parties making the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds (from subsection 5.7.2 below) upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal under this policy, 34 C.F.R. part, 106, and Title IX.

5.7.2. Grounds for Appeal. Appeals from a determination regarding responsibility, and from the district's dismissal of

a formal complaint or any allegations therein, are limited to the following grounds:

- 5.7.2.1. Procedural irregularity that affected the outcome of the matter;
 - 5.7.2.2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
 - 5.7.2.3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.
- 5.7.3. As to all appeals, the district will:
- 5.7.3.1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;
 - 5.7.3.2. Ensure that the decision-maker(s) for the appeal is not the same person as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
 - 5.7.3.3. Ensure that the decision-maker(s) for the appeal complies with the standards set forth in subsections 5.1.3–5.1.4.
 - 5.7.3.4. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
 - 5.7.3.5. Issue a written decision describing the result of the appeal and the rationale for the result; and
 - 5.7.3.6. Provide the written decision simultaneously to both parties.

5.8. Informal Resolution. The district will not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent with this section. Similarly, the district will not require the parties to participate in an informal resolution process under this section and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the district may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the district:

5.8.1. Provides to the parties a written notice disclosing:

5.8.1.1. The allegations;

5.8.1.2. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations;

5.8.1.3. That at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint; and

5.8.1.4. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;

5.8.2. Obtains the parties' voluntary, written consent to the informal resolution process; and

5.8.3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

5.9. Recordkeeping.

5.9.1. The district will maintain for a period of seven years records of:

5.9.1.1. Each sexual harassment investigation including any determination regarding responsibility, any

disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the district's education program or activity;

5.9.1.2. Any appeal and the result therefrom;

5.9.1.3. Any informal resolution and the result therefrom; and

5.9.1.4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. The district will make these training materials publicly available on its website, or if the district does not maintain a website then the district will make these materials available upon request for inspection by members of the public.

5.9.2. For each response required under section 4, the district will create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district will document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the district's education program or activity. If the district does not provide a complainant with supportive measures, then the district will document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken.

6. **Superintendent Authorized to Contract.** The board authorizes the Superintendent to contract for, designate, and appoint individuals to serve in the roles of the district's investigator(s), decision-maker(s), informal resolution facilitator(s), or appellate decision-maker(s) as contemplated by this policy.

7. **Access to Classes and Schools.**

7.1. **General Standard.** Except as provided in this section or otherwise in 34 C.F.R. part 106, the district will not provide or otherwise carry out any of its education programs or activities separately on the basis of sex, or require or refuse participation therein by any of its students on the basis of sex.

7.1.1. **Contact sports in physical education classes.** This section does not prohibit separation of students by sex within physical education classes or activities during participation in wrestling, boxing, rugby, ice hockey, football, basketball, and other sports the purpose or major activity of which involves bodily contact.

7.1.2. **Ability grouping in physical education classes.** This section does not prohibit grouping of students in physical education classes and activities by ability as assessed by objective standards of individual performance developed and applied without regard to sex.

7.1.3. **Human sexuality classes.** Classes or portions of classes that deal primarily with human sexuality may be conducted in separate sessions for boys and girls.

7.1.4. **Choruses.** The district may make requirements based on vocal range or quality that may result in a chorus or choruses of one or predominantly one sex.

7.2. **Classes and Extracurricular Activities.** The district may provide nonvocational single-sex classes or extracurricular activities as permitted by 34 C.F.R. part 106.

8. **Athletics.** It is the policy of the district that no person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, be treated differently from another person or otherwise be discriminated against in any interscholastic, club, or intramural athletics offered by the district, and that the district will not provide any such athletics separately on such basis.

8.1. **Separate Teams.** Notwithstanding the foregoing paragraph, the district may operate or sponsor separate teams for members of each sex where selection for such teams is based upon competitive skill or the activity involved is a contact sport.

8.2. **Equal opportunity.** The district will provide equal athletic opportunity for members of both sexes. Unequal aggregate expenditures for members of each sex or unequal expenditures for male and female teams will not constitute noncompliance with this section.

9. **Certain Different Treatment on the Basis of Sex Permitted.** Nothing herein shall be construed to prohibit the district from treating persons differently on the basis of sex as permitted by Title IX or 34 C.F.R. part 106. For example, and without limiting the foregoing, the district may provide separate toilet, locker room, and shower facilities on the basis of sex, but such facilities provided for students of one sex shall be comparable to such facilities provided for students of the other sex.

10. **Retaliation Prohibited.** Neither the district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, 34 C.F.R. part 106, or this policy, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. The district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the FERPA statute, 20 U.S.C. § 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. Complaints alleging retaliation may be filed according to shall be addressed pursuant to Board Policy 2006 (Complaint Procedure).

10.1. **Specific Circumstances.**

10.1.1. The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by this section.

10.1.2. Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a grievance proceeding under this part does not constitute retaliation prohibited under this section, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

11. **Notification of Policy.** The district will notify applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district of the existence of this policy. The requirement to not discriminate, as stated in Title IX and 34 C.F.R. part 106, in the district's education program(s) or activities extends to admission and employment, and inquiries about the application of Title IX and 34 C.F.R. part 106 to the district may be referred to the district's Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education, or both.

12. **Publication of Policy.** The district will prominently display on its website, if any, and in each handbook that it makes available to applicants for admission and employment, students, parents or legal guardians of students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the district, the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator(s).

13. **Application Outside the United States.** The requirements of this policy apply only to sex discrimination occurring against a person in the United States.

14. **Scope of Policy.** Nothing herein shall be construed to be more demanding or more constraining upon the district than the requirements of Title IX (20 U.S.C. § 1681) and 34 C.F.R. part 106. To the extent that the district is in compliance with Title IX and 34 C.F.R. part 106, then all of the district's obligations under this policy shall be deemed to be fulfilled and discharged.

Adopted on: August 10, 2020

Revised on: _____

4056
Resignation of Certificated Staff

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements. Unless otherwise required by law or contract, the following resignation requirements apply.

Staff members who submit their resignations to the board of education after March 15 but before April 15 will be released from the next school year's contract so long as the board is able to obtain the services of a suitable replacement. Suitability determinations will be made solely by the district and will be based upon, but not limited to, experience, quality, availability of adequate candidates, effect on extracurricular programs, class offerings, and effect on students. Staff members who refuse to fulfill their contractual obligations will be reported to the Professional Practices Committee of the Nebraska Department of Education.

Adopted on: August 12, 2013

Reviewed on: April 14, 2014

Reviewed on: March 13, 2016

Reviewed on: August 10, 2020

Revised on: _____

4064

Transporting Students in Employee Vehicles

School employees shall not use their personal vehicle to transport students except for those students who reside in the employee's own household or if an emergency exists. If an emergency occurs, the employee will contact the administration and parents whenever practicable before providing the emergency transportation.

Adopted on: _____

5012 Testing and Assessment Program

I. Basic Testing and Assessment Program

The school district will use a basic testing and assessment program to evaluate the outcome of the educational program and to provide information needed in working with individuals. The program will be supplemented by such individual and supplementary tests as the needs of the educational program and the district indicate. The superintendent and designees will coordinate the program from Kindergarten through twelfth grade to provide continuity. Teachers are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. Teachers should consult with relevant board policies and district protocols assessment administration and security.

II. Accountability Reporting

At the board of education's regular July meeting, or as soon after as a report can be completed, the superintendent of schools shall provide an annual written report as required by NDE Rule 10. The report shall be presented to the board and made available to the public. The report must consist of the following elements required by Rule 10, including but not limited to: student academic performance as reported to NDE (demographics, achievement, educational input characteristics, as defined in section 005.02 of Rule 10); school system demographics; school improvement goals and progress; and financial information about the school district. Building level results will be reported only to appropriate staff for review, and goal setting, and intervention as needed.

~~of the results of the district's performance program including but not limited to: standardized norm-referenced assessments, criterion-referenced assessments, student performance, school system demographics, financial information, a follow-up study of graduates, and a learning climate survey. This report shall be made available to all patrons of the district. Building level results will be reported only to appropriate staff for review and goal setting.~~

This report shall not include any individual test scores or assessment, but individual student test scores or assessment results will be reported to the student's parents or legal guardian(s). If the school has fewer than ten students in the grades being reported, or if reporting would allow for the

identification of students because they all had comparable scores, no public reports of student performance are provided for those grades.

A comprehensive evaluation of the district shall be conducted at least once every five years using instruments and guides approved by NDE.

Adopted on: July 13, 2009

Revised on: May 12, 2014

Reviewed on: March 13, 2016

Reviewed on: August 10, 2020

Revised on:

6021

District Criteria for Selecting Evaluators to be Used for Special Education Evaluation and Verification and Independent Educational Evaluations

The following criteria shall be used for selecting evaluators according to 92 Nebraska Administrative Code 51-006.07B:

1. Those in-state service agencies that have approved rates for the current year established by the Nebraska Department of Education. A list of service agencies with approved rates, including state agencies, individual providers, and in-state providers may be found at <https://www.education.ne.gov/sped/service-agencies/>.
2. Those Nebraska providers located within **100** miles of the building of the district where the child attends when driving by ordinary public roadways.
3. Evaluations must consider the educational, health, or other student records of the student provided by the district. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records unless disclosure is already authorized by state and federal law.
4. Evaluations must be provided to the district, including all educational, health, student, or other records created as part of or relied upon to complete the evaluation. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records unless disclosure is already authorized by state and federal law.
5. Evaluations must be conducted by a provider that is authorized, available, and willing to discuss, confer, or otherwise cooperate with the district regarding the evaluation, its results, or any other information related to the evaluation. Such cooperation may include reasonable participation in, or the submission of additional reports or information to, an IEP, MDT, or SAT team. Evaluators must make available to the district any documents or records created in relation to the evaluation, including evaluation and assessment protocols and responses, when the district determines in its sole discretion that such documentation is necessary in order to permit meaningful parental participation. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records or information unless disclosure is already authorized by state and federal law.

6. Evaluations must be sufficiently comprehensive for the evaluator to submit to the district a report that specifically details whether the student should be considered eligible for special education and related services, the nature of special education and related services recommended to accommodate the student's suspected disability, and the particular facts or findings underlying the evaluator's conclusions. This report must be submitted to the district within 45 days after the conclusion of the evaluation.
7. Evaluations must meet the then-current state standards for reliability, research-based processes, and educational or professional best practices.
8. Reimbursement to any evaluator chosen in conformance with this policy shall not exceed the cost that would be charged by the school district's contracted providers for the same or substantially similar evaluation.

All special education evaluations, including those independently obtained at the district's expense, must be obtained in a manner consistent with the criteria set forth above, unless state or federal law requires waiver of one or more criteria in order to accommodate unique circumstances.

Adopted on: August 10, 2009

Reviewed on: February 13, 2012

Reviewed on: March 14, 2016

Revised on: June 11, 2018

Revised on: August 10, 2020

Revised on: _____

6037
Selection and Review of Library Media

The board approves curriculum and curriculum-related materials for the district with input from administrators and staff. Those processes are covered in other board policies. Staff members seeking to procure materials for use during instruction must follow board policy, practices, and directives. Those items are not covered by this policy.

The district procures library books and other media available to students that are not part of a specific class or curriculum. For purposes of this policy, those will be called library materials. This policy addresses the selection and review of library materials, regardless of their source. This policy applies regardless of whether library materials are purchased using district funds, donated, or shared at no cost to the district.

No Right to Materials. The board supports having excellent educational opportunities for students, including availability of library materials used to enrich the educational experience. However, the board and administration are responsible for considering materials based on a variety of factors and legal obligations. There is no right to force any material to be included or excluded. Staff requesting library materials do so only within the course and scope of their employment with the district.

Selection Process. The selection and approval of new library materials must comply with the district's general requisition, donation, and budgeting requirements. To ensure materials selected are appropriate for the district's students and consistent with the district's legal obligations, the following process applies to selection of library materials.

Committee Review The superintendent will establish a library material review committee on an as-needed basis, consisting of at least one administrator, one teacher, and the librarian or media specialist. If the district has no assigned librarian or media specialist, then the committee will include two administrators and a teacher. The superintendent may appoint any teacher he or she deems appropriate based on availability and expertise related to the requested materials.

The school librarian, media specialist, or any individual requesting inclusion of library materials is responsible for submitting the request in writing to the library material review committee. The request must include the following

1. Name of the book, material, or resource;
2. The author, publisher, and supplier of the material;

3. The physical medium (i.e., book, magazine, video, game, digital subscription, etc.);
4. The cost of the material;
5. A summary of the content of the material, including how it supports age-appropriate learning objectives, enriches the curriculum, and/o supports student development and learning;
6. The material's accolades, such as presence on best seller lists, awards won, and recommendations from professional library journals and organizations with a focus on K-12 school library materials; and
7. Whether any of the content in the material represents a perspective that may not be universal, such as a political, religious, or social perspective for which disagreement or differences of opinion exist. The summary should include a description of these items.

The committee will review the requested materials within the timeframe established by the superintendent. In the event the committee does not agree on a particular request, the administrator makes the final determination. There is no appeal from this determination.

Requested Review of Library Materials. A concerned parent of a current student or patron living within the school district boundaries may request the review of a specific library material (i.e., a specific book, magazine, etc.) or portion of a specific library material. The parent or patron must first discuss their concern with the building principal and explain their concern regarding the library material. If there is no principal assigned to that building, the parent or patron should discuss their concern with the superintendent. The board believes most concerns will be resolved in this manner.

Superintendent Review. If the parent or patron is dissatisfied after the informal review and discussion with the relevant administrator, they may request a review in writing. To request a review, the individual must complete the Library Material Review Request form and submit it to the superintendent.

The superintendent will review the request within a reasonable time after receiving it. The superintendent may consult with the school's librarian or media specialist, staff, and legal counsel at his or her discretion. The superintendent may decide to remove the material, keep the material, restrict access to the material to students based on age or grade level, or make any other determination the superintendent deems appropriate. The superintendent's decision regarding the review will be communicated to the requester in writing.

The decision of the superintendent is final, and the board will not hear any appeal regarding the review of library material.

Additional Rules for Library Media Review. Unless the superintendent decides otherwise, the library material will remain in circulation while a review is pending. Unless otherwise required by law, no library material will be reviewed again within 4 years after a requested review is completed. Any parent or patron requesting review of multiple library materials may only request a maximum of 5 materials to be reviewed at one time, and a new request cannot be submitted until the prior review is completed and notice of the determination is provided to the requesting party. Nothing in this policy prohibits the superintendent or their designee from reviewing library material outside of the review process contained in this policy and taking any action the superintendent or their designee deems appropriate.

Adopted on: _____

Revised on: _____

Reviewed on: _____



Superintendent, Dr. George Griffith

P 402-862-2235 F 402-862-3135

Principal, Lisa Othmer

Assistant Principal, Kari Lottman

P 402-862-2151 F 402-862-2152

810 Central Ave, Humboldt, NE 68376

[DATE]

[NAME OF REQUESTER]

[ADDRESS]

[EMAIL ADDRESS (if sent electronically)]

Dear [NAME OF REQUESTER],

On [DATE], the district received your request to review [INSERT REQUESTED MATERIAL]. After considering your concerns and reviewing the material, we have made the following determination.

[EXPLAIN DETERMINATION: Remain in circulation; removed from circulation; remain in circulation with restrictions (only accessible by students of a certain age, grade, etc.)].

[OPTIONAL: INCLUDE RATIONALE. For requests based on sensitive topics like religion, sex, gender, etc., we recommend receiving legal advice.]

There is no appeal from this review. The district does not place restrictions on students who can access library materials on an individual basis. Some materials are limited generally based on age, grade level, and expected student ability. If you do not want your student to access any particular material, please discuss that with your student and set that expectation as the parent or guardian. If your student has checked out a book or material you do not approve, I am happy to work with you and your student's teacher to return that material and check out something else.

Sincerely,

[NAME],

Superintendent

Library Material Review Request Form

Only a patron of the district or parent of a current student may request review of a library material. Prior to submitting a request, please review the board's policy on Selection and Review of Library Materials. The policy is located on the district's website, or you can request a copy via email from the superintendent.

Name: _____ **Phone:** _____

Address: _____

Written requests to review library materials will not be considered unless the requester identifies the specific material in question and first discusses their concern with the appropriate administrator as required by board policy. Please list the date of the conversation with the administrator:

Title of Material: _____

Author/Publisher: _____

Type of Material (book, magazine, video, etc.): _____

Reason for Requesting Review (attach additional page if necessary):

Please list the specific portion of the material you find objectionable, including specific page references, sections, volumes, etc.:

Signature: _____

For District Use Only

Date Received: _____

Received by: _____

Reviewed on: _____

Date Determination Sent to Requester: _____

2010
Preparation for Board Meetings

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: May 9, 2011
Reviewed on: August 12, 2013
Reviewed on: March 13, 2016
Revised on: February 10, 2020
Revised on: _____

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects
Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.326 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in

to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers

to the grant award notice prior to determining the appropriate use of program income.

I. 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 non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity'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 subpart E (Cost Principles) of this part;
- (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 this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when

4. **Noncompetitive Proposals (Sole Sourcing)**

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

5. **Competitive Proposals.**

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

I. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

J. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

V. Financial Management

A. Identification

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. 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 non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

- (1) Are verifiable from the non-Federal entity'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 subpart E (Cost Principles) of this part;
- (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 this part, as applicable.

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;

- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI-VII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

3012

School Meal Program and Meal Changes

Meal Program. The school district will make a school meal program available to students. The cost of the service will be determined by the board of education so as to make the program as nearly self-supporting as possible. With board approval, the district may contract with a private company or corporation for the management and/or provision of the program.

The district will notify the families with children attending school of the current guidelines for free or reduced-price school meals. A copy of the complete regulations and procedures regarding reduced-price and free meals shall be available in the office of the superintendent. Families may apply for free or reduced-price school meals at any time during the school year.

Payment Options. Families may pay for school lunches using cash or check. Electronic or e-fund payments are also available through a link on the school district's website.

Meal Charge Policy. The district will notify students and their families of the policy for **Charged Meals**, meaning meals received by a student when the student does not have money in hand or in his or her food account. This policy applies to students who receive meals at the free, reduced, or full rates.

Notice of this policy must be provided in writing to all households at the start of each school year and to households that transfer to the school during the school year. Notice may be provided through the student handbook, student registration materials, online portal used to access student accounts, direct mailing or e-mail, newsletter, the district website, and/or any other appropriate means. Notice of this policy will also be provided to all school staff responsible for the enforcement of it, including food service professionals responsible for collecting payment for meals at the point of service, staff involved in notifying families of low or negative balances, and other staff involved in enforcing any aspect of this policy.

If a student has no funds available to pay for a meal, the student will be provided, but not charged for a "courtesy meal," such as a plain sandwich. A student's account will not be allowed to become delinquent more than \$5.00.

Students who qualify for free meals will not be denied a reimbursable meal, even if they have accrued a negative balance from other food purchases. School staff may prohibit any student from charging a la carte or extra items if they do not have cash in hand or their account has a negative balance.

2.6.3.2. **Sex Offenses, Non-forcible**—(Except Prostitution Offenses) Unlawful, non-forcible sexual intercourse.

2.6.3.2.1. **Incest**—Non-Forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law

2.6.3.2.2. **Statutory Rape**—Non-Forcible sexual intercourse with a person who is under the statutory age of consent

2.6.4. **Dating violence**, as defined in 34 U.S.C. § 12291(a), which means violence committed by a person—

2.6.4.1. who is or has been in a social relationship of a romantic or intimate nature with the victim; and

2.6.4.2. where the existence of such a relationship shall be determined based on a consideration of the following factors:

2.6.4.2.1. The length of the relationship.

2.6.4.2.2. The type of relationship.

2.6.4.2.3. The frequency of interaction between the persons involved in the relationship.

2.6.5. **Domestic violence**, as defined in 34 U.S.C. § 12291(a)(8), which includes felony or misdemeanor crimes ~~of violence~~ committed by a current or former spouse or intimate partner of the victim, ~~by a person with whom the~~ under the family or domestic violence laws of the jurisdiction receiving grant funding and, in the case of ~~victim shares a child in common~~ services, includes the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by a person who—

2.6.5.1. is a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim;

2.6.5.2. is cohabitating ~~with,~~ or has cohabitated, with the victim as a spouse or intimate partner, ~~by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person;~~

2.6.5.3. shares a child in common with the victim; or

~~2.6.4.3.~~2.6.5.4. commits acts against ~~an~~ a youth or adult ~~or youth~~ victim who is protected from ~~that~~ person's~~those~~ acts under the family or domestic ~~or family~~ violence laws of the jurisdiction.

~~2.6.5.2.~~2.6.6. Stalking, as defined in 34 U.S.C. § 12291(a), which means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

~~2.6.5.1.~~2.6.6.1. _____ fear for his or her safety or the safety of others; or

~~2.6.5.2.~~2.6.6.2. _____ suffer substantial emotional distress.

2.7. **Supportive measures** means non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district will maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is

however, the district may establish restrictions regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;

- 5.5.6. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
- 5.5.7. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district will send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties will have at least 10 calendar days to submit a written response, which the investigator will consider prior to completion of the investigative report; and
- 5.5.8. Create an investigative report that fairly summarizes relevant evidence and, at least 10 calendar days prior to the time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

5.6. Determination Regarding Responsibility

5.6.1. Decision-Maker(s). The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).

~~5.5.9.~~**5.6.2. Exchange of Written Questions.** After the district has sent the investigative report to the parties pursuant to subsection 5.5.8, but before reaching a determination regarding responsibility, the decision-maker(s) will afford

each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) will explain to the party proposing the questions any decision to exclude a question as not relevant.

~~5.6.1.1. **Determination Regarding Responsibility**~~

~~5.6.1.1.1.1. **Decision-Maker(s)**. The decision-maker(s) cannot be the same person as the Title IX Coordinator or the investigator(s).~~

~~5.6.2.5.6.3. **Written Determination.**~~ The decision-maker(s) will issue a written determination regarding responsibility. To reach this determination, the decision-maker(s) will apply the preponderance of the evidence standard. The written determination will include:

~~5.6.2.1.5.6.3.1.~~ Identification of the allegations potentially constituting sexual harassment as defined in subsection 2.6;

~~5.6.2.2.5.6.3.2.~~ A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

~~5.6.2.3.5.6.3.3.~~ Findings of fact supporting the determination;

~~5.6.2.4.5.6.3.4.~~ Conclusions regarding the application of the district's code of conduct to the facts;

~~5.6.2.5~~5.6.3.5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and

~~5.6.2.6~~5.6.3.6. The district's procedures and permissible bases for the complainant and respondent to appeal.

~~5.6.3~~5.6.4. The district will provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

~~5.6.4~~5.6.5. The Title IX Coordinator is responsible for effective implementation of any remedies.

5.7. **Appeals.** The district will offer both parties the opportunity to appeal from a determination regarding responsibility, and from the district's dismissal of a formal complaint or any allegations therein, on the grounds identified below.

5.7.1. **Time for Appeal.** Appeals may only be initiated by submitting a written Notice of Appeal to the Office of the Superintendent of Schools within ten (10) calendar days of the date of the respective written determination of responsibility or dismissal from which the appeal is taken. The Notice of Appeal must include (a) the name of the party or parties making the appeal, (b) the determination, dismissal, or portion thereof being appealed, and (c) a concise statement of the specific grounds (from subsection 5.7.2 below) upon which the appeal is based. A party's failure to timely submit a Notice of Appeal will be deemed a waiver of the party's right to appeal under this policy, 34 C.F.R. part, 106, and Title IX.

5.7.2. **Grounds for Appeal.** Appeals from a determination regarding responsibility, and from the district's dismissal of

4056
Resignation of Certificated Staff

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements. Unless otherwise required by law or contract, the following resignation requirements apply.

Staff members who submit their resignations to the board of education after March 15 but before April 15 will be released from the next school year's contract so long as the board is able to obtain the services of a suitable replacement. Suitability determinations will be made solely by the district and will be based upon, but not limited to, experience, quality, availability of adequate candidates, effect on extracurricular programs, class offerings, and effect on students. Staff members who refuse to fulfill their contractual obligations will be reported to the Professional Practices Committee of the Nebraska Department of Education.

Adopted on: August 12, 2013

Reviewed on: April 14, 2014

Reviewed on: March 13, 2016

Reviewed on: August 10, 2020

Revised on: _____

4064

Transporting Students in Employee Vehicles

School employees shall not use their personal vehicle to transport students except for those students who reside in the employee's own household or if an emergency exists. If an emergency occurs, the employee will contact the administration and parents whenever practicable before providing the emergency transportation.

Adopted on: _____

5012 Testing and Assessment Program

I. Basic Testing and Assessment Program

The school district will use a basic testing and assessment program to evaluate the outcome of the educational program and to provide information needed in working with individuals. The program will be supplemented by such individual and supplementary tests as the needs of the educational program and the district indicate. The superintendent and designees will coordinate the program from Kindergarten through twelfth grade to provide continuity. Teachers are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. Teachers should consult with relevant board policies and district protocols assessment administration and security.

II. Accountability Reporting

At the board of education's regular July meeting, or as soon after as a report can be completed, the superintendent of schools shall provide an annual written report as required by NDE Rule 10. The report shall be presented to the board and made available to the public. The report must consist of the following elements required by Rule 10, including but not limited to: student academic performance as reported to NDE (demographics, achievement, educational input characteristics, as defined in section 005.02 of Rule 10); school system demographics; school improvement goals and progress; and financial information about the school district. Building level results will be reported only to appropriate staff for review, and goal setting, and intervention as needed.

~~of the results of the district's performance program including but not limited to: standardized norm-referenced assessments, criterion-referenced assessments, student performance, school system demographics, financial information, a follow-up study of graduates, and a learning climate survey. This report shall be made available to all patrons of the district. Building level results will be reported only to appropriate staff for review and goal setting.~~

This report shall not include any individual test scores or assessment, but individual student test scores or assessment results will be reported to the student's parents or legal guardian(s). If the school has fewer than ten students in the grades being reported, or if reporting would allow for the

identification of students because they all had comparable scores, no public reports of student performance are provided for those grades.

A comprehensive evaluation of the district shall be conducted at least once every five years using instruments and guides approved by NDE.

Adopted on: July 13, 2009

Revised on: May 12, 2014

Reviewed on: March 13, 2016

Reviewed on: August 10, 2020

Revised on:

6021

District Criteria for Selecting Evaluators to be Used for Special Education Evaluation and Verification and Independent Educational Evaluations

The following criteria shall be used for selecting evaluators according to 92 Nebraska Administrative Code 51-006.07B:

1. Those in-state service agencies that have approved rates for the current year established by the Nebraska Department of Education. A list of service agencies with approved rates, including state agencies, individual providers, and in-state providers may be found at <https://www.education.ne.gov/sped/service-agencies/>.
2. Those Nebraska providers located within **100** miles of the building of the district where the child attends when driving by ordinary public roadways.
3. Evaluations must consider the educational, health, or other student records of the student provided by the district. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records unless disclosure is already authorized by state and federal law.
4. Evaluations must be provided to the district, including all educational, health, student, or other records created as part of or relied upon to complete the evaluation. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records unless disclosure is already authorized by state and federal law.
5. Evaluations must be conducted by a provider that is authorized, available, and willing to discuss, confer, or otherwise cooperate with the district regarding the evaluation, its results, or any other information related to the evaluation. Such cooperation may include reasonable participation in, or the submission of additional reports or information to, an IEP, MDT, or SAT team. Evaluators must make available to the district any documents or records created in relation to the evaluation, including evaluation and assessment protocols and responses, when the district determines in its sole discretion that such documentation is necessary in order to permit meaningful parental participation. The parents, guardians, or age-appropriate student must provide any required consent to the disclosure of these records or information unless disclosure is already authorized by state and federal law.

6037
Selection and Review of Library Media

The board approves curriculum and curriculum-related materials for the district with input from administrators and staff. Those processes are covered in other board policies. Staff members seeking to procure materials for use during instruction must follow board policy, practices, and directives. Those items are not covered by this policy.

The district procures library books and other media available to students that are not part of a specific class or curriculum. For purposes of this policy, those will be called library materials. This policy addresses the selection and review of library materials, regardless of their source. This policy applies regardless of whether library materials are purchased using district funds, donated, or shared at no cost to the district.

No Right to Materials. The board supports having excellent educational opportunities for students, including availability of library materials used to enrich the educational experience. However, the board and administration are responsible for considering materials based on a variety of factors and legal obligations. There is no right to force any material to be included or excluded. Staff requesting library materials do so only within the course and scope of their employment with the district.

Selection Process. The selection and approval of new library materials must comply with the district's general requisition, donation, and budgeting requirements. To ensure materials selected are appropriate for the district's students and consistent with the district's legal obligations, the following process applies to selection of library materials.

Committee Review The superintendent will establish a library material review committee on an as-needed basis, consisting of at least one administrator, one teacher, and the librarian or media specialist. If the district has no assigned librarian or media specialist, then the committee will include two administrators and a teacher. The superintendent may appoint any teacher he or she deems appropriate based on availability and expertise related to the requested materials.

The school librarian, media specialist, or any individual requesting inclusion of library materials is responsible for submitting the request in writing to the library material review committee. The request must include the following

1. Name of the book, material, or resource;
2. The author, publisher, and supplier of the material;

3. The physical medium (i.e., book, magazine, video, game, digital subscription, etc.);
4. The cost of the material;
5. A summary of the content of the material, including how it supports age-appropriate learning objectives, enriches the curriculum, and/o supports student development and learning;
6. The material's accolades, such as presence on best seller lists, awards won, and recommendations from professional library journals and organizations with a focus on K-12 school library materials; and
7. Whether any of the content in the material represents a perspective that may not be universal, such as a political, religious, or social perspective for which disagreement or differences of opinion exist. The summary should include a description of these items.

The committee will review the requested materials within the timeframe established by the superintendent. In the event the committee does not agree on a particular request, the administrator makes the final determination. There is no appeal from this determination.

Requested Review of Library Materials. A concerned parent of a current student or patron living within the school district boundaries may request the review of a specific library material (i.e., a specific book, magazine, etc.) or portion of a specific library material. The parent or patron must first discuss their concern with the building principal and explain their concern regarding the library material. If there is no principal assigned to that building, the parent or patron should discuss their concern with the superintendent. The board believes most concerns will be resolved in this manner.

Superintendent Review. If the parent or patron is dissatisfied after the informal review and discussion with the relevant administrator, they may request a review in writing. To request a review, the individual must complete the Library Material Review Request form and submit it to the superintendent.

The superintendent will review the request within a reasonable time after receiving it. The superintendent may consult with the school's librarian or media specialist, staff, and legal counsel at his or her discretion. The superintendent may decide to remove the material, keep the material, restrict access to the material to students based on age or grade level, or make any other determination the superintendent deems appropriate. The superintendent's decision regarding the review will be communicated to the requester in writing.

The decision of the superintendent is final, and the board will not hear any appeal regarding the review of library material.

Additional Rules for Library Media Review. Unless the superintendent decides otherwise, the library material will remain in circulation while a review is pending. Unless otherwise required by law, no library material will be reviewed again within 4 years after a requested review is completed. Any parent or patron requesting review of multiple library materials may only request a maximum of 5 materials to be reviewed at one time, and a new request cannot be submitted until the prior review is completed and notice of the determination is provided to the requesting party. Nothing in this policy prohibits the superintendent or their designee from reviewing library material outside of the review process contained in this policy and taking any action the superintendent or their designee deems appropriate.

Adopted on: _____

Revised on: _____

Reviewed on: _____



Superintendent, Dr. George Griffith

P 402-862-2235 F 402-862-3135

Principal, Lisa Othmer

Assistant Principal, Kari Lottman

P 402-862-2151 F 402-862-2152

810 Central Ave, Humboldt, NE 68376

[DATE]

[NAME OF REQUESTER]

[ADDRESS]

[EMAIL ADDRESS (if sent electronically)]

Dear [NAME OF REQUESTER],

On [DATE], the district received your request to review [INSERT REQUESTED MATERIAL]. After considering your concerns and reviewing the material, we have made the following determination.

[EXPLAIN DETERMINATION: Remain in circulation; removed from circulation; remain in circulation with restrictions (only accessible by students of a certain age, grade, etc.)].

[OPTIONAL: INCLUDE RATIONALE. For requests based on sensitive topics like religion, sex, gender, etc., we recommend receiving legal advice.]

There is no appeal from this review. The district does not place restrictions on students who can access library materials on an individual basis. Some materials are limited generally based on age, grade level, and expected student ability. If you do not want your student to access any particular material, please discuss that with your student and set that expectation as the parent or guardian. If your student has checked out a book or material you do not approve, I am happy to work with you and your student's teacher to return that material and check out something else.

Sincerely,

[NAME],
Superintendent

Library Material Review Request Form

Only a patron of the district or parent of a current student may request review of a library material. Prior to submitting a request, please review the board's policy on Selection and Review of Library Materials. The policy is located on the district's website, or you can request a copy via email from the superintendent.

Name: _____ **Phone:** _____

Address: _____

Written requests to review library materials will not be considered unless the requester identifies the specific material in question and first discusses their concern with the appropriate administrator as required by board policy. Please list the date of the conversation with the administrator:

Title of Material: _____

Author/Publisher: _____

Type of Material (book, magazine, video, etc.): _____

Reason for Requesting Review (attach additional page if necessary):

Please list the specific portion of the material you find objectionable, including specific page references, sections, volumes, etc.:

Signature: _____

For District Use Only

Date Received: _____

Received by: _____

Reviewed on: _____

Date Determination Sent to Requester: _____



Dr. George Griffith, Superintendent

Superintendent's Report August 8, 2022

The HVAC has been replaced in the elementary classrooms and are ready to go. The kitchen and cafeteria are the only two units left to be replaced and are to be done by September.

The Learning Center is set to go and Kelsee has the sixpence room in good shape. Gary and his crew moved some of our extra furniture in the rest of the facility and will make sure Tim and Tanner have what they need to get the year started off on the right foot.

The school improvement team attended the ESU Data retreat and I sat in on the process and was able to see the team in action. They all did a great job getting the data organized and goals set for the school improvement plan.

Administrator Days was informative and I attended the school finance session which is always helpful, I attended a presentation on an afterschool program that included a number of what I plan for our program and it is nice to see one in operation. I also attended session on law and career education.

We had a presentation on Friday by WozEd who has STEM instructional modules that seem really enjoyable. The principals, Brittany four teachers and myself had a chance to interact with various lessons and we had fun and it was very educational as well. I will be looking at some of these programs for our afterschool and summer programs.

I am excited to see everyone back in the building in the next week and look forward to a great year.