

Board of Education Regular Meeting
Monday, December 14, 2020 6:00 PM
Northside Elementary Commons
1200 14th Avenue
Nebraska City , NE 68410

1. Call to Order
 - 1.1. Roll Call
 - 1.2. Pledge of Allegiance
 - 1.3. Requests from Board Members to be Absent from this meeting
 - 1.4. Welcome to Visitors and Public
 - 1.5. Approval of Agenda
 - 1.6. Citizen Comment Time
 - 1.7. Approval of Minutes
 - 1.8. Claims and Accounts
 - 1.9. Financial Report
 - 1.10. Principal's Comments – “What’s Happening With The PIONEERS!
2. Old Business
 - 2.1. Policy 3004.1 - Fiscal Management for Purchasing and Procurement Using Federal Funds Second Reading per state statute
3. New Business
 - 3.1. Committee Reports
 - 3.1.1. Education, Americanism and Civics
 - 3.1.2. Buildings and Grounds
 - 3.1.3. Finance
 - 3.1.4. Policy
 - 3.2. Policy 4043-Professional Boundaries and Appropriate Relationships between Employees and Students
 - 3.3. Policy 4037 - Reduction In Force
 - 3.4. Second Semester Calendar Proposal
 - 3.5. Early Voluntary Separation Program
 - 3.6. ELA Curriculum Proposal
 - 3.7. Superintendent's Evaluation
 - 3.8. Superintendent's Report
 - 3.9. Executive Session
 - 3.10. Executive Session Action Items
4. Adjournment

NEBRASKA CITY BOARD OF EDUCATION
Regular Meeting

Held at 6:00 P.M. at 1700 14th Avenue on the second
Monday of every month (unless otherwise posted).

CITIZEN COMMENT TIME

- Will be a maximum of 30 minutes in length beginning immediately after roll call is taken.
 - An individual may have the floor a maximum of 5 minutes.
 - If citizens wish to speak they must be in attendance, to be recognized, immediately following the roll call.
 - This is an opportunity to be heard by the board, however the board will not be responding at this time.
-

Ways to be heard at a Board of Education meeting:

1. Submit, at least one week in advance, a written request to be placed on the agenda.
2. When the Board has a public hearing (i.e. Budget Hearing).
3. During Citizen Comment Time as stated above.
4. When called upon by a member of the Board.
5. Notify the Superintendent by Noon the day of the meeting to speak to an item on the agenda.

Citizens may always contact the Board in writing at any time. If you wish to do so you may send your communication to the Superintendent and he will distribute your letter to all board members.

A point to remember:

A Board of Education meeting is a meeting in the public, not a public meeting.

**Board of Education Regular Meeting
Monday, November 9, 2020 6:00 PM
Commons at Northside Elementary
1200 14th Avenue
Nebraska City, NE 68410**

The News Press and B103 were notified.

Notice was published on the Nebraska City Public Schools website on Friday, October 30, 2020 stating the time and place of the meeting and stating that the known subjects on the agenda were on file and available for public inspection at the District Central Office, 1700 14th Avenue, Nebraska City, Nebraska. A copy of the posting on Monday, Friday, October 30, 2020 is attached to these minutes.

This meeting is subject to the Open Meetings Law and Availability of the Agenda pursuant to Nebr. Rev. Stat. Chapter 84, Article 1412(8). A current copy of the Open Meeting Act is posted in the meeting room and the Agenda is available.

1. Call to Order

1.1. Roll Call

Kent Blum: Present
Lisa Chaney: Present
Carol Crook: Present
Jeff Frields: Present
Stacie Higgins: Present
Stephen Luther: Present
Jim Nemeec: Present
Nick Schmitz: Absent
Teri Stukenholtz: Present
Present: 9, Absent: 0

1.2. Pledge of Allegiance

1.3. Requests from Board Members to be Absent

1.4. Welcome to Visitors and Public

1.5. Approval of Agenda

Order #16409-Motion Passed: Motion to approve the agenda for November 9, 2020. This motion, made by Stacie Higgins and seconded by Teri Stukenholtz, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

1.6. Citizen Comment Time

1.7. Approval of Minutes

Order #16410-Motion Passed: Motion to approve the minutes from the Regular Meeting on October 12, 2020 and the Work Session on October 15, 2020. This motion, made by Teri Stukenholtz and seconded by Jim Nemeec, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

1.8. Claims and Accounts

Order #16411-Motion Passed: Motion to approve the claims and accounts as presented. This motion, made by Lisa Chaney and seconded by Carol Crook, passed.

General Fund: \$237,650.37; **Lunch Fund:** \$92,884.45; **Payroll Fund:** \$1,195,439.21; **Payroll Benefits Fund:** \$208,192.65; **Building Fund:** \$2,907.68; **QCPUF Fund:** \$168,861.97; **Cooperative Fund:** \$9,605.00

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

1.9. Financial Report

Order #16412-Motion Passed: Motion to approve the financial report as presented with the current balance in the treasury being \$-602,739.88. Balance does not include \$2,400,000.00 borrowed from TANS. This motion, made by Jim Nemeec and seconded by Nick Schmitz, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

1.10. Principal's Comments- "What's Happening With The PIONEERS!"

2. Old Business

2.1. Second Avenue School

Interested parties are unable to secure financing at this time.

3. New Business

3.1. Committee Reports

- 3.1.1. Buildings and Grounds Committee
- 3.1.2. Education, Americanism and Civics Committee
- 3.1.3. Finance Committee
- 3.1.4. Policy Committee

3.2. Snow Removal Bid

Order #16413-Motion Passed: Motion to approve the bid for snow removal service and sand/salt treatments from L’Heureux Snow Removal. This motion, made by Teri Stukenholtz and seconded by Nick Schmitz, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

3.3. Otoe County Land Reutilization Commission

Order #16414-Motion Passed: Motion to appoint Teri Stukenholtz to be the representative to the Otoe County Land Reutilization Commission. This motion, made by Jim Nemeec and seconded by Carol Crook, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

3.4. Policy Revisions (per state statutes)

Order #16415-Motion Passed: Motion to approve the revisions to policies 2008, 5067, 5018, and 3001 in first and final readings as written per state statute. This motion, made by Lisa Chaney and seconded by Carol Crook, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

3.5. Policy 3004.1-Fiscal Management for Purchasing and Procurement Using Federal Funds

Order #16416-Motion Passed: Motion to approve revisions and first reading of Policy 3004.1 and move to second reading in the December board meeting. This motion, made by Carol Crook and seconded by Teri Stukenholtz, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

3.6. Superintendent Evaluation

3.7. Superintendent's Report

3.8. Executive Session

Order #16417-Motion Passed: Motion to move into Executive Session for a strategy session with respect to collective bargaining clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law. This motion, made by Kent Blum and seconded by Nick Schmitz, passed.

The board moved into Executive Session at 6:58 PM.

The board exited Executive Session at 7:31 PM.

4.0. Adjournment

Order #16418-Motion Passed: Motion to adjourn at 7:31 PM. This motion, made by Teri Stukenholtz and seconded by Stephen Luther, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Frields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

Submitted by Mark Fritch, Secretary

NEBRASKA CITY PUBLIC SCHOOLS // NEWS // REGULAR BOARD MEETING (NOVEMBER 9TH)



REGULAR BOARD MEETING (NOVEMBER 9TH)

CRAIG TAYLOR

FRIDAY, OCTOBER 30, 2020

NOTICE OF MEETING

OTOE COUNTY SCHOOL DISTRICT 111

IN THE STATE OF NEBRASKA

NOTICE IS HEREBY GIVEN that a **Regular Meeting** of the Board of Education of Otoe County School District 111, in the State of Nebraska, will be held at 6:00 o'clock P.M., November 9, 2020 at **Northside Elementary in the Commons, 1200 14th Avenue**, Nebraska City, Nebraska, in the Boardroom, which meeting will be open to the public. An agenda for such meetings, kept continuously current, is available for public inspection at the office of the Superintendent.

Mark Fritch

Superintendent of Schools



Nebraska City Public Schools
1700 14th Avenue
Nebraska City, NE 68410
Phone: 402-873-6033
Fax: (402) 873-6030

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- Nebraska City High School
- Nebraska City Middle School
- Hayward Elementary School
- Northside Elementary School

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**Board of Education Work Session
Monday, November 16, 2020 6:00 PM
Commons at Northside Elementary
1200 14th Avenue
Nebraska City, NE 68410**

The News Press and B103 were notified.

Notice was published on the Nebraska City Public Schools website on Thursday, November 5, 2020 stating the time and place of the meeting and stating that the known subjects on the agenda were on file and available for public inspection at the District Central Office, 1700 14th Avenue, Nebraska City, Nebraska. A copy of the posting on Thursday, November 5, 2020 is attached to these minutes.

This meeting is subject to the Open Meetings Law and Availability of the Agenda pursuant to Nebr. Rev. Stat. Chapter 84, Article 1412(8). A current copy of the Open Meeting Act is posted in the meeting room and the Agenda is available.

1. Call to Order

Board President Kent Blum called the meeting to order at 6:00 PM.

2. Roll Call

Kent Blum: Present

Lisa Chaney: Present

Carol Crook: Present

Jeff Fields: Present

Stacie Higgins: Absent

Jim Nemeec: Present

Nick Schmitz: Present

Teri Stukenholtz: Present

Stephen Luther: Present

Present: 8, Absent: 1

Board Member Teri Stuckenholtz joined via Zoom.

Board Member Stacie Higgins arrived at 6:15 PM.

3. Discussion

3.1. COVID Protocols

3.2. District Revenue and Expenditures

4. Adjournment

5. Order #16419-Motion Passed: Motion to adjourn at 7:52 PM. This motion, made by Carol Crook and seconded by Jim Nemeec, passed.

Kent Blum: Yea
Lisa Chaney: Yea
Carol Crook: Yea
Jeff Fields: Yea
Stacie Higgins: Yea
Stephen Luther: Yea
Jim Nemeec: Yea
Nick Schmitz: Yea
Teri Stukenholtz: Yea
Yea: 9, Nay: 0, Absent: 0

Submitted by Mark Fritch, Secretary



NEBRASKA CITY PUBLIC SCHOOLS // NEWS // NOTICE OF BOARD MEETING--NOVEMBER 16TH

NOTICE OF BOARD MEETING--NOVEMBER 16TH

CRAIG TAYLOR

THURSDAY, NOVEMBER 05, 2020

NOTICE OF MEETING

OTOE COUNTY SCHOOL DISTRICT 111

IN THE STATE OF NEBRASKA

NOTICE IS HEREBY GIVEN that a **Work Session** of the Board of Education of Otoe County School District 111, in the State of Nebraska, will be held at **6:00 o'clock P.M., November 16, 2020 at Northside Elementary, 1200 14th Avenue**, Nebraska City, Nebraska, in the Commons, which meeting will be open to the public. An agenda for such meetings, kept continuously current, is available for public inspection at the office of the Superintendent.

Mark Fritch

Superintendent of Schools



Nebraska City Public Schools
1700 14th Avenue
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Nebraska City Public Schools
Nebraska City High School
Nebraska City Middle School
Hayward Elementary School
Northside Elementary School

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Nebraska City Public Schools

Board Report - Bill Listing

Monday, December 14, 2020

Vendor Name	Description	Check
		Total
Checking Account ID	09 Fund Number	09 QCPUF Fund
BOK FINANCIAL	QCPUF 2013,2017 & 2019 SERIES	89,291.50
Fund Number	09	<u>89,291.50</u>
Checking Account ID	09	<u>89,291.50</u>
Checking Account ID	1 Fund Number	01 General Fund
AGTAC SERVICES, LLC	CONTRACTED SERVICES	30,420.38
AMAZON.COM	ONE ACT AND GENERAL SUPPLIES	405.77
AMERICAN NATIONAL BANK	LOAN PAYMENT	1,260.03
AMERICAN RECYCLING AND SANITATION	TRASH SERVICE	2,003.35
ARBOR BANK	LOAN PAYMENT	21,805.84
AVAYA	SERVICE CONTRACT	360.84
CAPITAL BUSINESS SYSTEMS	QRTLY USAGE AND SUPPLIES	1,240.83
CAPITAL BUSINESS SYSTEMS	COPIER LEASE	4,406.81
CARD SERVICES	DRAMA, INTERPRETING, MAINT SUPPLIES	943.82
CARLA ZAROBAN	BOARD SUPPLIES	36.67
CARPENTER PAPER COMPANY	CUSTODIAL SUPPLIES	3,155.46
CHI HEALTH ST MARYS	BUS PHYSICALS	91.79
DAS STATE ACCOUNTING - CENTRAL	DISTANCE LEARNING	232.49
DECKER, INC.	SEAT COVERS	119.01
DIETZE MUSIC	INSTRUMENT REPAIRS	210.88
DRAMATIC PUBLISHING	PLAY SCRIPTS	41.44
ESU #4	CONTRACTED SERVICES	2,583.75
ESU COORDINATING COUNCIL	WORLD BOOK SUBSCRIPTION	767.00
FASTENAL CO.	SHOP SUPPLIES	38.13
FIRST CLASS FLOWERS	FUNERAL	40.00
FLINN SCIENTIFIC, INC.	HS SCIENCE SUPPLIES	300.15
FOLLETT SCHOOL SOLUTIONS	BOOKS	63.34

GATEHOUSE MEDIA	ADVERTISING	151.50
GRACENOTES, LLC	BAND SUPPLIES	34.99
GROWING WORDS THERAPY	OCT AND NOV CONTRACTED SERVICES	879.99
HOME DEPOT CREDIT SERVICES	CEILING TILES	292.52
Home Depot Pro	CUSTODIAL SUPPLIES	1,535.90
J.F. AHERN CO.	FIRE INSPECTIONS	2,155.00
JENNA HENRICHS	NOV CONTRACTED SERVICES	2,250.94
JOHNSON CONTROLS FIRE	NS AND HW FIRE PANEL INSPECTION	1,017.54
JW PEPPER & SON, INC	VOCAL MUSIC SUPPLIES	745.94
KSB SCHOOL LAW, PC, LLO	LEGAL SERVICES	945.00
LASER ETCHED 4 U	NAME PLATES	20.00
LOOKOUT BOOKS	HARDBACK BOOKS	630.91
LUNCHTIME SOLUTIONS, INC.	PREK SNACKS	544.06
MADISON NATIONAL LIFE	NOV 2020 CLASSIFIED LTD	522.63
MATHESON TRI-GAS INC.	BOTTLE RENTAL, SUPPLIES	1,542.14
MATTHEW KOEHLER	COVID SUPPLIES	18.87
MEAD LUMBER	MS SUPPLIES	63.98
MENARDS SOUTH	SUPPLIES	528.71
MERCER'S DO IT BEST	SUPPLIES	1,210.79
MID STATES SCHOOL BUS, INC.	STUDENT TRANSPORTATION	20,197.31
Midwest Special Instruments	AUDIOMETER REPAIR	239.00
MILLER MONROE FARRELL INSURANCE	INSURANCE	13,699.00
NAT'L ASSOC. FOR MUSIC EDUCATION	MEMBERSHIP FEE	135.00
NCECBVI	CONTRACTED SERVICES	8,400.00
NCPS FOUNDATION	RENT	250.00
NEBRASKA CITY UTILITIES	UTILITIES	38,922.10
NEBRASKA COUNCIL ON ECONOMIC	STOCK MARKET GAME	160.00
NEBRASKA STATE FIRE MARSHAL AGENCY	ANNUAL INSPECTIONS	396.00
NEBRASKA UC FUND	UNEMPLOYEMENT CLAIMS	518.00
O'KEEFE ELEVATOR COMPANY, INC.	SERVICE CONTRACT	848.76
O'REILLY AUTO PARTS	SUPPLIES	105.81

ONE SOURCE		BACKGROUND CHECKS		112.00
PAPER TIGER SHREDDING, INC.		CONTRACTED SERVICES		35.00
PAYROLL ACCOUNT-NCPS		DECEMBER PAYROLL		1,272,121.36
PURCHASE POWER		POSTAGE		1,026.23
SCHMITT MUSIC CO.		INSTRUMENT SUPPLIES		75.73
SECURITY EQUIPMENT INC.		CARD READER 1/2 PAYMENT		1,862.50
SOUTHEAST PLUMBING AND HEATING		NORTHSIDE REPAIRS		999.00
SUSAN BORCHER		CONTRACTED SERVICES		550.15
TAESE/USU		SPED LAW CONF		400.00
TOM BROCK		ACTIVITY FUND CHECKS		451.27
TRACTOR SUPPLY CREDIT PLAN		TOOL REPAIR		26.97
TRADE WELL PALLET, INC		HW WOOD CHIPS		1,700.00
UNITE PRIVATE NETWORKS		INTERNET		808.70
VERIZON WIRELESS		CELL PHONE		894.97
VOSS LIGHTING		LIGHTING SUPPLIES		1,261.58
VOYAGER FLEET SYSTEMS		GAS		2,307.48
WALMART COMMUNITY/RFCSLLC		SUPPLIES		322.75
WEX BANK		GAS		895.45
WINDSTREAM		PHONE		2,886.93
Fund Number	01			<u>1,458,228.24</u>
Checking Account ID	1			<u>1,458,228.24</u>
Checking Account ID	2	Fund Number	01	<u>General Fund</u>
BLUE CROSS BLUE SHIELD		NOV HEALTH & DENTAL PREMIUMS		204,199.83
MADISON NATIONAL LIFE		LIFE INS PREMIUMS		1,752.90
VSP, INC		VISION PREMIUMS		1,587.78
Fund Number	01			<u>207,540.51</u>
Checking Account ID	2			<u>207,540.51</u>
Checking Account ID	6	Fund Number	06	<u>School Nutritional Services</u>
LUNCHTIME SOLUTIONS, INC.		OCT MEAL SERVICE		75,182.45
Fund Number	06			<u>75,182.45</u>
Checking Account ID	6			<u>75,182.45</u>

Nebraska City Public Schools
November 2020
Summary Financial Report

General Fund

The General Fund finances all facets of services rendered by the school district including payroll, benefits, equipment, supplies, insurance, building occupancy, contracted services, and other daily functions and operations of the district. The tax levy for this fund is restricted to \$1.05 plus qualified exclusions. The proposed General Fund levy for 2020-21 is \$1.059942.

Balance Forward	1,592,604.64
Revenue	605,780.09
Expenses	<u>1,381,546.09</u>
Balance	816,838.64

Building Fund

The Building Fund is used to acquire or improve sites and/or to erect, alter or improve buildings. The sale of bonds, the sale of property, or tax receipts will be the primary sources of revenue for the Special Building Fund. Regardless of the source of money to be used for building construction and related costs, all income for the purposes of this fund shall be accountable through this fund. The tax levy for this fund falls under the \$1.05 levy limit and is further restricted to \$0.14 with local board approval or \$0.175 following a vote of the people for a term not to exceed ten years. The proposed Building Fund levy for 2020-21 is \$0.009988.

Balance Forward	63,648.65
Revenue	8.36
Expenses	<u>0.00</u>
Balance	63,657.01

QCPUF Fund

A Qualified Capital Purpose Undertaking Fund (QCPUF) may be established for the removal of environmental hazards, the reduction or elimination of accessibility barriers in school district buildings, modifications for life safety code violations, life safety hazards, and mold abatement and prevention projects for existing facilities only. General Fund expenditures for the purpose of this fund are not allowable. Effective April 19, 2016, the tax levy for this fund is restricted to \$0.03. The tax levy for QCPUF projects in place prior to April 19, 2016, remains at \$0.052. The levy may exceed the \$0.03 levy limit if valuation has decreased from the last year bonds were issued and the bond principal and interest obligation cannot be met. Tax levies cannot exceed ten years for each project. The proposed QCPUF levy for 2020-21 is \$0.030228.

Balance Forward	138,266.58
Revenue	4,440.02
Expenses	<u>89,291.50</u>
Balance	53,415.10

Cooperative Fund

The Cooperative Fund may be used by the school district acting as the fiscal agent for any cooperative activity between one or more public agencies. All school districts, including the school district acting as the fiscal agent, shall show the payment for services to the cooperative in their General Fund. Nebraska City Public Schools utilized the Cooperative Fund to receipt and disburse funds received Technology Bonds. Those funds are no longer available to be accessed or used.

Balance Forward	117,155.31
Revenue	20.21
Expenses	<u>0.00</u>
Balance	117,175.52

Depreciation Fund

The purpose of the Depreciation Fund is to facilitate the eventual purchase of costly items by spreading replacement costs over a period of years in order to avoid a disproportionate tax effort in a single year to make the purchase. To allocate monies from the General Fund, a school district will transfer funds as an expense from the General Fund, and the Depreciation Fund will show the transfer as revenue from the General Fund. The school district must divide this fund into more than one account to allocate a portion of this fund for different valid purposes. The Depreciation Fund is a component of the General Fund.

Balance Forward	198,524.42
Revenue	0.00
Expenses	<u>0.00</u>
Balance	198,524.42

School Nutrition Fund

The School Nutrition Fund (formerly School Lunch Fund) is required to accommodate the financial activities of all Nutrition Programs operated by the school district. The School Nutrition Fund shall reflect a record of all revenues and expenditures incident to the operation of all Nutrition Programs. If a deficit is incurred in the operation, the deficiency shall be covered by funds transferred from the General Fund.

Balance Forward	214,543.79
Revenue	82,390.70
Expenses	<u>75,182.45</u>
Balance	221,744.04

Payroll Account

An internal account created for exclusive use by Nebraska City Public Schools. This account receives funds from the General Fund on a monthly basis to cover monthly payroll, benefits, and associated expenses.

Balance Forward	29,404.09
Revenue	1,195,439.21
Expenses	<u>1,194,570.16</u>
Balance	30,273.14

Section 125 Account

An internal account created for exclusive use by Nebraska City Public Schools. This account receives funds from individual employees' monthly salary/wages to cover monthly employee-elected deductions for childcare and healthcare expenses.

Balance Forward	37,284.52
Revenue	6,435.88
Expenses	<u>6,432.81</u>
Balance	37,287.59

Meyer Memorial Fund

An internal account created for exclusive use by Nebraska City Public Schools. This fund, established by donations from the Meyer family, is used to fund scholarships.

Balance Forward	230,411.06
Revenue	.04
Expenses	<u>183.60</u>
Balance	230,227.50

GENERAL FUND MONTHLY FINANCIAL REPORT							20-21	19-20
RECEIPTS:	BUDGETED	REC'D MONTH NOV	REC'D THRU: 11/30/2020	REC'D THRU 11/30/2019	DIFFERENCE	% OF BUDGET TO BE RECEIVED	% OF BUDGET TO BE RECEIVED	
LOCAL PROPERTY TAXES	9,224,197.00	103,374.37	3,043,720.50	3,086,866.44	-43,145.94	67.00%		
CARLINE TAX	10,250.00		2,699.03	1,565.96	1,133.07	73.67%		
IN LIEU OF TAX, 5% GROSS	5,650.00				0.00			
MOTOR VEHICLE TAX	765,000.00	71,937.40	216,027.96	190,067.96	25,960.00	71.76%		
PENALTIES AND INTEREST ON TAXES								
TUITION FROM OTHER DISTRICTS-SPED				4,444.45	-4,444.45			
LOCAL LICENSE FEES, CITY	9,000.00		375.00		375.00	95.83%		
RENTAL OF SCHOOL FACILITIES	2,000.00			600.00	-600.00			
OTHER LOCAL REVENUE	46,900.00		203.22	16,321.79	-16,118.57	99.57%		
COUNTY FINES & LICENSE FEES	122,000.00	13,175.71	40,335.92	36,522.40	3,813.52	66.94%		
PSC and SCC Receipts					0.00			
ESU RECEIPTS					0.00			
OTHER COUNTY SOURCES					0.00			
STATE AID	4,060,964.00	406,096.00	1,218,288.00	1,245,792.00	-27,504.00	70.00%		
SPECIAL EDUCATION PROGRAM	1,158,500.00				0.00	100.00%		
SPECIAL EDUCATION TRANSP.	25,000.00				0.00	100.00%		
HOMESTEAD EXEMPTION	258,000.00				0.00	100.00%		
RELIEF TO PROPERTY TAXPAYERS	525,000.00				0.00	100.00%		
PERSONAL PROPERTY TAX CREDIT	38,000.00				0.00	100.00%		
HIGH ABILITY LEARNERS	9,074.00	8.00	9,149.00	9,951.00	-802.00	-0.83%		
RULE 4 TEXTBOOK LOAN	20,000.00				0.00	100.00%		
PRO-RATE MOTOR VEHICLE	25,500.00	2,826.58	3,095.83	3,341.68	-245.85	87.86%		
STATE APPORTIONMENT	224,420.00				0.00	100.00%		
IN LIEU OF SCHOOL LAND TAX					0.00			
DISTANCE EDUCATION INCENTIVE PAYMENTS					0.00			
21,434.00 STATE EARLY CHILDHOOD	87,398.00		11,987.00	46,988.00	-35,001.00	86.28%		
96,117.00 TITLE I	356,044.00			42,265.00	-42,265.00	100.00%		
TITLE I, PART A NCLB IMPROV BASIC PRGM					0.00			
400.00 TITLE II PART A	67,217.00	9,140.00	10,129.00		10,129.00	84.93%		
IDEA BASE				456.00	-456.00			
815.00 IDEA PRESCHOOL BASE	7,908.00				0.00	100.00%		
69,145.00 IDEA ENROLL/POVERTY	439,743.00				0.00	100.00%		
5,048.00 IDEA NON PUBLIC	56,712.00		14,962.00	16,315.00	-1,353.00	73.62%		
MEDICAID IN PUBLIC SCHOOLS					0.00			
MAAPS RECEIPTS	38,000.00	19,116.85	19,116.85	16,902.62	2,214.23	49.69%		
197,594.00 ESSERS/CARES GRANT	258,486.00					100.00%		
N-SPDG GRANT	3,000.00				0.00			
20,538.00 TITLE IV, PART B, NCLB 21ST CENTURY	200,649.00		32,238.00	37,725.00	-5,487.00	83.93%		
LONG TERM LOAN-LOC	3,350,000.00				0.00			
TAX ANTICIPATION NOTES								
SALE OF PROPERTY				1,863.00	-1,863.00			
TRANSFERS FROM FUNDS		-28,021.48	-28,021.48		-28,021.48			
OTHER NON-REVENUE RECEIPTS		55.42	55.42	60.00	-4.58			
TOTAL WITHOUT INTERCOMPANY RECEIPTS	21,394,612.00	597,708.85	4,594,361.25	4,758,048.30	-163,687.05	78.53%	73.01%	
NON PROGRAM RECEIPTS				370,000.00			Does not include TANS	
GRAND TOTAL	21,394,612.00	597,708.85	4,594,361.25	5,128,048.30				
411,091.00								

			DISB. MONTH	DISB. THRU:	DISB. THRU:		20-21	19-20
	DISBURSEMENTS:		NOV	11/30/2020	11/30/2019	DIFFERENCE	% OF BUDGET TO	% OF BUDGET TO
							BE SPENT	BE SPENT
1100	INSTRUCTION	6,393,000.00	461,357.76	1,502,772.07	1,600,119.90	-97,347.83	76.49%	
1115	CAREER ACADEMY	196,400.00	15,726.98	47,640.31	47,305.97	334.34	75.74%	
1150	ELL	304,150.00	25,770.62	64,833.20	68,002.19	-3,168.99	78.68%	
1160	POVERTY	1,599,605.00	210,185.03	413,814.11	316,934.72	96,879.39	74.13%	
1190	PRESCHOOL LOCAL FUNDS	168,000.00	14,087.36	36,746.74	39,170.28	-2,423.54	78.13%	
1200	SPECIAL EDUCATION	2,588,800.00	203,456.54	570,677.36	573,907.68	-3,230.32	77.96%	
1300	DRIVER'S ED/SUMMER SCHOOL	20,455.00	0.00	10,271.02		10,271.02	49.79%	
2120	GUIDANCE	172,925.00	-574.53	42,784.67	59,126.40	-16,341.73	75.26%	
2130	HEALTH/NURSE	91,145.00	7,454.00	23,487.49	22,714.33	773.16	74.23%	
2140	PSYCHOLOGY	207,750.00	16,604.61	47,322.26	49,013.18	-1,690.92	77.22%	
2150	SPEECH/AUDIOLOGY	259,600.00	17,852.29	51,740.35	42,986.28	8,754.07	80.07%	
2160	OCCUPATIONAL THERAPY	49,990.00	3,964.14	11,971.14	8,929.70	3,041.44	76.05%	
2170	PHYSICAL THERAPY	22,400.00	428.62	3,020.82	4,064.76	-1,043.94	86.51%	
2180	VISION	700.00	0.00	0.00		0.00	100.00%	
2190	OTHER SUPPORT SERVICES	80,000.00	784.33	7,877.66	26,134.07	-18,256.41	90.15%	
2212	CURRICULUM DIRECTOR	80,190.00	6,482.55	20,110.91	15,397.99	4,712.92	74.92%	
2214	STANDARDS DIRECTOR	92,090.00	-1,034.96	23,302.20	14,881.21	8,420.99	74.70%	
2220	LIBRARY	196,410.00	-2,317.44	48,972.73	80,074.31	-31,101.58	75.07%	
2290	EARLY RETIREMENT	191,468.00	0.00	191,468.00	130,701.00	60,767.00	0.00%	
2310	SCHOOL BOARD	95,550.00	1,285.17	23,072.26	21,185.31	1,886.95	75.85%	
2320	SUPERINTENDENT	284,975.00	23,158.14	71,906.27	70,792.73	1,113.54	74.77%	
2410	PRINCIPALS	960,850.00	79,323.97	242,769.90	224,882.93	17,886.97	74.73%	
2510	BUSINESS OFFICE	327,840.00	19,962.17	60,459.27	60,270.17	189.10	81.56%	
2520	VEHICLE ACQUISITION	0.00	0.00	0.00	0.00	0.00	0.00%	
2580	TECHNOLOGY	238,930.00	7,451.33	27,558.50	23,319.07	4,239.43	88.47%	
2610	PLANT OPERATION	1,055,730.00	85,860.14	299,160.88	232,120.33	67,040.55	71.66%	
2620	MAINTENANCE	584,725.00	40,177.62	128,799.17	183,607.68	-54,808.51	77.97%	
2700	PUPIL TRANSPORTATION	368,795.00	28,653.44	86,735.26	64,931.26	21,804.00	76.48%	
3535	HIGH ABILITY LEARNERS	102,750.00	8,010.53	24,227.36	24,865.69	-638.33	76.42%	
3540	STATE EARLY CHILDHOOD	89,380.00	7,180.07	21,674.40	18,032.25	3,642.15	75.75%	
3599	TEXTBOOK LOAN	20,000.00	0.00	0.00	0.00	0.00	100.00%	
5000	DEBT SERVICES	3,700,500.00	23,065.87	69,197.61	69,197.61	0.00	98.13%	
6200	TITLE I	394,220.00	32,220.66	97,492.78	117,755.75	-20,262.97	75.27%	
6310	TITLE II PART A	62,200.00	400.00	9,224.72	12,471.28	-3,246.56	85.17%	
6406	IDEA PART B PRESCHOOL	7,805.00	385.25	815.39	1,096.60	-281.21	89.55%	
6408	IDEA BASE/ENROLLMENT/POVERTY	318,654.00	22,751.90	70,772.82	103,709.69	-32,936.87	77.79%	
6412	NON-PUBLIC SPED	39,653.00	1,693.25	5,110.27	6,394.20	-1,283.93	87.11%	
6700	PERKINS	0.00		3,684.43	0.00	3,684.43		
6968	TITLE IV, PART B, NCLB 21ST CENTURY	222,980.00	11,557.06	24,750.69	49,677.45	-24,926.76	88.90%	
6990	N-SPDG GRANT-PBIS	3,600.00	0.00	0.00	2,987.99	-2,987.99	100.00%	
6996	ESSERS/CARES GRANT	258,486.00	110.38	9,581.47		9,581.47	96.29%	
	SUBTOTAL	21,852,701.00	1,373,474.85	4,395,806.49	4,386,761.96	9,044.53	79.88%	75.84%
	TRANSFER TO FUND						Does NOT include TANS	
	NON-PROGRAM CHARGES				350,000.00			
	TOTAL DISBURSEMENTS:	21,852,701.00	1,373,474.85	4,395,806.49	4,736,761.96			

Regular; Beginning Month 11/2020; Processing Month 11/2020; Fund Balance Account 163 Records Selected; Fund Number 05

Fund: 05 Activity Fund

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0001	VARSITY FOOTBALL BALANCE	2,531.77	2,706.25	765.00	0.00	590.52
05 704 0002	9TH FOOTBALL BALANCE	0.00	72.00	0.00	0.00	(72.00)
05 704 0003	7-8 FOOTBALL BALANCE	(658.25)	0.00	0.00	0.00	(658.25)
05 704 0004	VARSITY BBB BALANCE	(585.09)	0.00	0.00	0.00	(585.09)
05 704 0005	9TH BBB BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0006	7-8 GBB BALANCE	(440.91)	0.00	0.00	0.00	(440.91)
05 704 0007	7-8 BBB BALANCE	(361.14)	240.00	0.00	0.00	(601.14)
05 704 0008	VARSITY B TRACK BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0009	NC INVITATIONAL TRACK BALANCE	3,188.34	0.00	0.00	0.00	3,188.34
05 704 0010	TRAVELING GIRLS BB BALANCE	4,876.80	540.00	0.00	0.00	4,336.80
05 704 0011	7-8 TRACK BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0012	VARSITY WRESTLING BALANCE	(644.40)	868.12	0.00	0.00	(1,512.52)
05 704 0013	7-8 WRESTLING BALANCE	(162.69)	0.00	0.00	0.00	(162.69)
05 704 0014	CROSS COUNTRY BALANCE	(1,710.74)	205.46	50.00	0.00	(1,866.20)
05 704 0015	VARSITY GIRLS TRACK BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0016	VARSITY GBB BALANCE	(1,870.94)	0.00	0.00	0.00	(1,870.94)
05 704 0017	9TH GBB BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0018	VARSITY VOLLEYBALL BALANCE	(3,182.42)	250.00	13.98	0.00	(3,418.44)
05 704 0019	9TH VOLLEYBALL BALANCE	(1,060.00)	0.00	0.00	0.00	(1,060.00)
05 704 0020	7-8 VOLLEYBALL BALANCE	175.00	(50.00)	0.00	0.00	225.00
05 704 0021	BOYS TENNIS BALANCE	(693.68)	422.36	0.00	0.00	(1,116.04)
05 704 0022	GIRLS TENNIS BALANCE	(343.68)	0.00	0.00	0.00	(343.68)
05 704 0023	MS CRAFTS BALANCE	1,465.61	0.00	0.00	0.00	1,465.61
05 704 0024	GOLF BALANCE	0.00	1,849.96	0.00	0.00	(1,849.96)
05 704 0025	FFA BALANCE	285.22	324.00	240.96	0.00	202.18
05 704 0026	FCCLA BALANCE	(647.80)	234.00	0.00	0.00	(881.80)
05 704 0027	PIONNER YOUTH BOYS BASKETBALL BALANCE	6,133.82	540.00	0.00	0.00	5,593.82
05 704 0028	NS BOOK FUND BALANCE	2,190.28	0.00	9.61	0.00	2,199.89
05 704 0029	SINGERS BALANCE	(126.25)	0.00	0.00	0.00	(126.25)
05 704 0030	MUSICAL BALANCE	6,563.19	0.00	0.00	0.00	6,563.19
05 704 0031	DECA BALANCE	1,180.15	1,241.04	227.00	0.00	166.11
05 704 0032	HS OFFICE FACULTY BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0033	FBLA BALANCE	414.27	0.00	0.00	0.00	414.27
05 704 0034	HS POP MONEY BALANCE	14.16	0.00	0.00	0.00	14.16
05 704 0035	MS POP BALANCE	356.07	0.00	0.00	0.00	356.07
05 704 0036	HS BAND RESALE BALANCE	(906.77)	762.31	0.00	0.00	(1,669.08)

Activity Fund Balance Report - Summary - Exclude Encumbrances

11/2020 - 11/2020

Nebraska City Public Schools
12/03/2020 9:16 AM

Regular; Beginning Month 11/2020; Processing Month 11/2020; Fund Balance Account 163 Records Selected; Fund Number 05

Fund: 05 Activity Fund

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0037	MS BAND RESALE BALANCE	508.29	0.00	348.98	0.00	857.27
05 704 0038	MS WRESTLING CLUB BALANCE	(10.16)	0.00	0.00	0.00	(10.16)
05 704 0039	PIONEER FOOTBALL BALANCE	297.77	0.00	2,300.00	0.00	2,597.77
05 704 0040	WEIGHTLIFTING BALANCE	538.69	0.00	0.00	0.00	538.69
05 704 0041	MS TRACK CLUB BALANCE	633.00	0.00	0.00	0.00	633.00
05 704 0042	CHILDRENS CHOIR BALANCE	364.71	0.00	0.00	0.00	364.71
05 704 0043	HW BOOK FUND BALANCE	1,465.39	0.00	0.00	0.00	1,465.39
05 704 0044	WRESTLING MATMAIDS BALANCE	322.14	0.00	0.00	0.00	322.14
05 704 0045	CHEERLEADERS BALANCE	(11,619.66)	0.00	0.00	0.00	(11,619.66)
05 704 0046	CLASS OF 2023 BALANCE	552.51	357.81	442.00	0.00	636.70
05 704 0047	DANCE TEAM BALANCE	(635.32)	0.00	0.00	0.00	(635.32)
05 704 0048	SPEECH CONTEST BALANCE	2,258.94	493.00	628.00	0.00	2,383.94
05 704 0049	DRAMA ACTIVITY BALANCE	596.15	0.00	0.00	0.00	596.15
05 704 0050	MS STUDENT COUNCIL BALANCE	14,292.58	141.30	0.00	0.00	14,151.28
05 704 0051	HS STUDENT COUNCIL BALANCE	1,338.68	0.00	565.00	0.00	1,903.68
05 704 0052	JOURNALISM BALANCE	6,558.64	0.00	1,615.00	0.00	8,173.64
05 704 0053	BIG MAC MATH BALANCE	4,027.08	0.00	0.00	0.00	4,027.08
05 704 0054	ART CLUB BALANCE	1,465.81	0.00	0.00	0.00	1,465.81
05 704 0055	CONSTRUCTION CLASS BALANCE	2.91	0.00	0.00	0.00	2.91
05 704 0056	NATIONAL HONOR SOCIETY BALANCE	1,363.36	385.00	0.00	0.00	978.36
05 704 0057	DISTRICT ACTIVITY FUND BALANCE	328.28	800.00	0.00	0.00	(471.72)
05 704 0058	HS BAND ACTIVITY BALANCE	(678.38)	0.00	0.00	0.00	(678.38)
05 704 0059	6TH GRADE BAND BALANCE	(1,005.68)	0.00	0.00	0.00	(1,005.68)
05 704 0060	HS BOOK SALES BALANCE	4,310.27	0.00	0.00	0.00	4,310.27
05 704 0061	HS SCIENCE GRANT BALANCE	2.02	0.00	0.00	0.00	2.02
05 704 0062	HS QUIZ BOWL BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0063	MS QUIZ BOWL BALANCE	38.00	0.00	0.00	0.00	38.00
05 704 0064	HS SCIENCE CLUB BALANCE	1,741.47	0.00	30.00	0.00	1,771.47
05 704 0065	HS COLOR GUARD BALANCE	178.37	0.00	0.00	0.00	178.37
05 704 0066	HS METALS BALANCE	4.82	0.00	0.00	0.00	4.82
05 704 0067	MS HOME EC. LAB BALANCE	50.03	0.00	0.00	0.00	50.03
05 704 0068	HS CONCESSIONS BALANCE	372.59	789.96	0.00	0.00	(417.37)
05 704 0069	RECORDERS BALANCE	25.20	0.00	0.00	0.00	25.20
05 704 0070	VARSITY CLUB BALANCE	25,354.87	0.00	5,888.90	0.00	31,243.77
05 704 0071	WELLNESS BALANCE	(822.25)	1,038.90	7,325.00	0.00	5,463.85
05 704 0072	DRIVER EDUCATION BALANCE	15,878.01	0.00	0.00	0.00	15,878.01

Fund: 05 Activity Fund

Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0073	MS SHOP ACTIVITY BALANCE	1,843.03	0.00	0.00	0.00	1,843.03
05 704 0074	HS PROMOTIONS BALANCE	1,750.00	0.00	0.00	0.00	1,750.00
05 704 0075	SPECIAL EQUIPMENT BALANCE	(1,019.11)	353.68	0.00	0.00	(1,372.79)
05 704 0076	GOLF INVITE BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0077	HS PRIDE BALANCE	1,165.80	0.00	0.00	0.00	1,165.80
05 704 0078	PIONEER GEAR BALANCE	744.07	0.00	0.00	0.00	744.07
05 704 0079	HORTICULTURE BALANCE	603.27	0.00	0.00	0.00	603.27
05 704 0080	BOYS COOP TENNIS BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0081	CLASS OF 2021 BALANCE	891.43	0.00	0.00	0.00	891.43
05 704 0082	MS PRIDE BALANCE	700.18	0.00	0.00	0.00	700.18
05 704 0083	ATHLETIC TRAINER SUPPLIES BALANCE	(577.11)	0.00	0.00	0.00	(577.11)
05 704 0084	MS SCIENCE BOWL BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0085	HW PURPLE JAM BALANCE	500.32	0.00	0.00	0.00	500.32
05 704 0086	SUMMER SB LEAGUE BALANCE	1,155.25	0.00	0.00	0.00	1,155.25
05 704 0087	HAYWARD FUNDRAISER BALANCE	4,693.82	1,962.46	0.00	0.00	2,731.36
05 704 0088	MS BOOK SALES BALANCE	1,330.28	0.00	0.00	0.00	1,330.28
05 704 0089	PICTURE BOARD BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0090	VOLLEYBALL CLUB BALANCE	492.68	0.00	0.00	0.00	492.68
05 704 0091	GIRLS SOCCER CLUB BALANCE	43.95	0.00	0.00	0.00	43.95
05 704 0092	CLASS OF 2024 BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0093	BROADCASTING CLASS BALANCE	31.64	0.00	0.00	0.00	31.64
05 704 0094	HS SHOP RESALE BALANCE	62.77	0.00	0.00	0.00	62.77
05 704 0095	HS ENGLISH BALANCE	291.86	0.00	0.00	0.00	291.86
05 704 0096	PIONEER PERKS BALANCE	651.33	0.00	0.00	0.00	651.33
05 704 0097	NS FUNDRAISER BALANCE	3,201.69	1,650.00	0.00	0.00	1,551.69
05 704 0098	BBB SUMMER LEAGUE BALANCE	1,726.31	1,200.00	0.00	0.00	526.31
05 704 0099	WRESTLING CLUB BALANCE	(3,195.14)	0.00	0.00	0.00	(3,195.14)
05 704 0100	HW DARE BALANCE	79.52	0.00	0.00	0.00	79.52
05 704 0101	PIONEER CROSS COUNTRY BALANCE	686.48	0.00	0.00	0.00	686.48
05 704 0102	CHOIR ROBE FUND BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0103	DISTRICT II MUSIC CONTEST BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0104	HS SCIENCE SCHOLARSHIP BALANCE	417.51	0.00	0.00	0.00	417.51
05 704 0105	B&G SOCCER BALANCE	(1,455.72)	0.00	0.00	0.00	(1,455.72)
05 704 0106	BOYS TENNIS CLUB BALANCE	(219.34)	0.00	0.00	0.00	(219.34)
05 704 0107	GIRLS GOLF BALANCE	(455.45)	0.00	75.00	0.00	(380.45)
05 704 0108	EXPRESSIONS BALANCE	3,417.46	202.97	0.00	0.00	3,214.49

Regular, Beginning Month 11/2020; Processing Month 11/2020; Fund Balance Account 163 Records Selected; Fund Number 05

Fund: 05 Activity Fund

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0109	FB JERSEYS BALANCE	60.83	0.00	0.00	0.00	60.83
05 704 0110	MS VOCAL BALANCE	190.00	0.00	0.00	0.00	190.00
05 704 0111	HS SPED BALANCE	60.36	0.00	0.00	0.00	60.36
05 704 0112	SUMMER GBB BALANCE	(569.68)	0.00	0.00	0.00	(569.68)
05 704 0113	PHOTO CLUB BALANCE	111.53	0.00	0.00	0.00	111.53
05 704 0114	HS TEXTILES BALANCE	3.15	0.00	0.00	0.00	3.15
05 704 0115	GIRLS TENNIS CLUB BALANCE	(736.27)	0.00	0.00	0.00	(736.27)
05 704 0116	STUDENT FEE DONATION BALANCE	707.00	0.00	0.00	0.00	707.00
05 704 0117	BOYS SOCCER CLUB BALANCE	3,305.23	0.00	0.00	0.00	3,305.23
05 704 0118	ARCHERY CLUB BALANCE	68.38	0.00	0.00	0.00	68.38
05 704 0119	WASHINGTON TRIP BALANCE	4,285.73	360.00	1,890.00	0.00	5,815.73
05 704 0120	COOP BASEBALL BALANCE	2,000.00	0.00	0.00	0.00	2,000.00
05 704 0121	CLASS OF 2022 BALANCE	707.92	0.00	0.00	0.00	707.92
05 704 0122	TENNIS INVITE BALANCE	0.00	0.00	0.00	0.00	0.00
05 704 0123	SOFTBALL BALANCE	(4,146.31)	125.00	0.00	0.00	(4,271.31)
05 704 0124	CD/INTEREST BALANCE	(21,247.66)	0.00	2.89	0.00	(21,244.77)
05 704 0125	BASEBALL BALANCE	(729.88)	0.00	144.03	0.00	(585.85)
05 704 0126	MUSIC TRIP BALANCE	2,266.01	0.00	0.00	0.00	2,266.01
05 704 0127	HAL BALANCE	370.46	0.00	0.00	0.00	370.46
05 704 0128	BASEBALL CLUB BALANCE	1,099.75	0.00	0.00	0.00	1,099.75
05 704 0129	CAREER & HUMAN DEVELOPMENT BALANCE	40.44	0.00	0.00	0.00	40.44
05 704 0130	HS SOUND SYSTEM BALANCE	995.21	0.00	0.00	0.00	995.21
05 704 0131	SUMMER SCHOOL BALANCE	1,491.62	0.00	0.00	0.00	1,491.62
05 704 0132	HS ART FEES BALANCE	3,971.70	261.32	0.00	0.00	3,710.38
05 704 0133	HS SPANISH FEES BALANCE	206.73	0.00	0.00	0.00	206.73
05 704 0134	MS FCS BALANCE	766.47	0.00	0.00	0.00	766.47
05 704 0135	MS ART FEES BALANCE	2,632.13	0.00	0.00	0.00	2,632.13
05 704 0136	MS IT FEES BALANCE	3,664.82	0.00	0.00	0.00	3,664.82
05 704 0137	HS FOOD FEES BALANCE	837.33	0.00	0.00	0.00	837.33
05 704 0138	COLLEGE TUITION FEES BALANCE	636.82	0.00	150.00	0.00	786.82
05 704 0139	CONSUMER MATH SCHOLARSHIP BALANCE	570.00	0.00	600.00	0.00	1,170.00
05 704 0140	READING SUPPLEMENT BALANCE	555.98	0.00	0.00	0.00	555.98
05 704 0141	CO BALANCE	12,335.86	958.69	235.00	0.00	11,612.17
05 704 0142	HEALTH SCIENCE GRANT FUND BALANCE	360.31	0.00	0.00	0.00	360.31
05 704 0143	CLASS OF 2020 BALANCE	409.53	0.00	0.00	0.00	409.53
05 704 0144	PIONEER PETE BALANCE	2,191.22	0.00	0.00	0.00	2,191.22

Regular; Beginning Month 11/2020; Processing Month 11/2020; Fund Balance Account 163 Records Selected; Fund Number 05

Fund: 05	Activity Fund	Chart of Account Number	Chart of Account Description	Beginning Balance	Expenses	Revenues	Balance Change	Balance
05 704 0145		HS TRACK CLUB BALANCE		179.28	0.00	0.00	0.00	179.28
05 704 0146		DISTRICT WRESTLING BALANCE		0.00	0.00	0.00	0.00	0.00
05 704 0147		DISTRICT BASKETBALL BALANCE		(872.00)	0.00	840.00	0.00	(32.00)
05 704 0148		NAT'L JR. HONOR SOCIETY BALANCE		1,089.35	0.00	0.00	0.00	1,089.35
05 704 0149		DISTRICT SOCCER BALANCE		0.00	0.00	980.00	0.00	980.00
05 704 0150		MS VOLLEYBALL CLUB BALANCE		1,054.37	558.57	336.05	0.00	831.85
05 704 0151		MS FCCLA BALANCE		1,019.18	0.00	0.00	0.00	1,019.18
05 704 0152		ACTIVITY ADMIN. BALANCE		3,552.78	0.00	30.00	0.00	3,582.78
05 704 0153		ROBOTICS BALANCE		(3.64)	0.00	0.00	0.00	(3.64)
05 704 0154		DISTRICT VOLLEYBALL BALANCE		0.00	0.00	0.00	0.00	0.00
05 704 0155		MS ROBOTICS BALANCE		1,348.80	0.00	0.00	0.00	1,348.80
05 704 0156		DISTRICT BASEBALL BALANCE		620.70	240.55	0.00	0.00	380.15
05 704 0157		TECHNOLOGY BALANCE		12,476.08	0.00	3,064.00	0.00	15,540.08
05 704 0158		MS LIFE SKILLS BALANCE		3,076.04	0.00	0.00	0.00	3,076.04
05 704 0159		CA CONSTRUCTION BALANCE		8,828.94	0.00	0.00	0.00	8,828.94
05 704 0160		CA HEALTH BALANCE		0.00	0.00	0.00	0.00	0.00
05 704 0161		CA WELDING BALANCE		0.00	0.00	0.00	0.00	0.00
05 704 0162		CA-INFORMATION TECHNOLOGY BALANCE		244.12	0.00	0.00	0.00	244.12
05 704 0163		YOUTH TENNIS CLUB BALANCE		1,485.06	0.00	0.00	0.00	1,485.06
Fund Total: 05				159,209.61	22,084.71	28,796.40	0.00	165,921.30

Premier Bank Balance \$ 170,507.50
Outstanding Checks - 4,586.20
Balance \$ 165,921.30

Board Meeting Mileage Sheet

12/1/2020

DATE PURCHASED	YEAR	TRADE NAME	STYLE	NUMBER	BODY TYPE	CAPACITY	VEHICLE ID#	CYLINDERS	COST	LICENSE #	MILEAGE
11/18/2002	2001	OLDSMOBILE	VAN	TAN	SILJOUETTE	7	1GHDX23E41D221511	6	15700	53026	206672
10/26/2005	2005	FORD	VAN	WHITE	ECONOLINE	10	1FBNE31L95HA27728	6	17950	45007	168175
1/26/2006	2005	CHRYSLER	VAN	GOLD	TOWN&COUNTRY	7	2C4GP44R25R519767	6	18900	44957	204259
11/19/2007	2007	FORD	VAN	WHITE	ECONOLINE	10	1FBNE31L27DA62220	8	19549	53028	174144
1/4/2008	2007	CHEVY	VAN	TAN	ES UPLANDER	7	GNDV23107D159355	6	15570	51495	160807
8/12/2008	2004	CHEVY	PICKUP	SILVER	HEAVY DUTY	6	1GCHK23G64F153924	8	14880	44965	196789
6/26/2018	2013	FORD	PICKUP	RED	F150	5	1FTFW1EF1DKF26059	8	21000	58436	110792
7/20/2009	2008	CHEVY	VAN	WHITE	UPLANDER LS	7	GNDV23118D104608	6	15926	55997	151481
7/22/2009	2008	CHEVY	VAN	RED	UPLANDER LS	7	GNDV23128D130117	6	15926	51678	174340
8/17/2009	2001	CHEVY	VAN	WHITE	EXPRESS	2	1GCHG35R111152386	6	9014	51494	96689
9/23/2009	2009	FORD	VAN	WHITE	ECONOLINE	10	1FBNE31LX9DA54328	6	22249	53021	62196
7/29/2011	2000	FORD	VAN	WHITE	ECONOLINE	2	1FTRE1422YHB91542	6	5480	55989	158026
11/16/2011	2011	DODGE VAN	VAN	SILVER	GRAND CARAVAN	5	2D4RN3DG5BR626494	6	17500	56539	109336
11/16/2012	2011	DODGE VAN	VAN	SILVER	GRAND CARAVAN	5	2D4RN3DG9BR628362	6	17500	56540	161322
Dec 2013	1982	Chevy	PLOW TRUCK	GOLD/BROWN	PICK-UP	3	1GCGK24MOCJ161836	8	3000	57651	151098
5/1/2016	2003	Ford E450	SPED BUS	13	FORD E450/CUTAWAY	13	1FDWEW45F83HB65697	8		57655	162223

**Board of Education Report
19-20 School
December 2020**

General Information

Do to COVID Northside will not be having a traditional Christmas music program this year. Ms. Meredith has been working with the students on songs and activities that are similar to the concert in their classroom groups.

Teachers will be having the traditional Christmas parties in their rooms on the 17th and 18th. They will do 2 so each group is able to participate in the party.

Food Pantry: Traditionally we have collected food for the food pantry during December and the students get a candy cane. This year we have modified this to be a penny drive and we will donate the proceeds to the food bank so they can purchase what they need.

Upcoming Events

No upcoming events

Recognition:

I would like to recognize Heather our ATS day porter at Northside for all the work she is doing to help make sure the school is clean and ready for the students and staff. She is always willing to help, takes pride and ownership in the building, and engages with the students in a very positive manner.

Board of Education Report Hayward Elementary School December 14th, 2020

General Information

1. Student Enrollment

Sept. 9th	3rd- 92	4th- 93	5th- 111	Total- 296
Dec. 7th	3rd- 92	4th- 96	5th- 113	Total- 301

Notables

1. Hayward Heroes for November

- Yahaira Velasquez Lorenzo
- Dominic Nelson

2. Kahoot PJ winners

- Mr. Hamilton, Mrs. Rut & Ms. Wilson



Activities and/or Athletics

1. [Veterans Day slideshow](#)
2. [HW Halloween slideshow](#)

Upcoming Events

1. Dec. 17th & 18th- PJ & Christmas parties
2. December- Annual Food Can Drive



December 14th Board Report

General Information:

- National Junior Honor Society was able to provide Breakfast for over 40 veterans on Veterans' Day. We appreciate McDonald's support in helping us serve our veterans.
- The Middle School Choir and Band Concerts were held on December 8th, 9th, 10th, and 11th. Although visitors were not allowed to attend, the students performed well and these performances are available on the Nebraska City Public Schools Youtube page.
- Beginning after Thanksgiving, certain students were allowed to attend every day based on the input of staff and families. These students have been excelling academically and raised their grades dramatically.
- Mr. Walker and Mr. Meredith organized a canned food drive, "Mullets on a Mission." Students are donating dry goods to see which teacher will receive a haircut.
- The Nebraska City Public Schools Activities Youtube page has been a big hit. The Pioneer Producers, a group of students who volunteered to produce games and activities, have been doing a great job and we have received many views online.
- Students met with their Houses and competed in a STEM project. Students were given 20 minutes to build the tallest tower out of marshmallows and spaghetti. The winner built a tower that was 4' 3" tall.
- Current House Standings:
 - 6th Place: Mayhew (1,691 Points)
 - 5th Place: Hayward (1,706 Points)
 - 4th Place: Beilman (1,728 Points)
 - 3rd Place: Steinhart (1,754 Points)
 - 2nd Place: Kimmel (1,777 Points)
 - 1st Place: Morton (1,940 Points)

Notables:

- 406 Positive Referrals have been earned by students, in contrast, to 140 office referrals. Positive referrals are given to students showing exemplary behavior.
- Through the ICU process, 4,297 missing assignments have been completed. Students are beginning to get back in the process of using ICU to complete quality work.

Activities and/or Athletics:

- Boys' Basketball competed in the Trailblazer conference tournament on Saturday, December 12th. The boys have been competing hard and showing growth in their skills.

Board of Education Report

High School

December 14th, 2020

General Information -

- Holiday Concerts went very well. Both the Choir and Band should be commended for the level of performances even with practicing every other day and a continuous rotation of students in different parts. Both were broadcast on our YouTube Channel and can be viewed again. We had nearly 90 spectators in attendance per concert.
- Finals have been adjusted to happen earlier (December 9th - 14th) so that we have time to provide students feedback (on December 15th and 16th) and work with students who have fallen behind this semester (on December 17th and 18th). Any student who doesn't have the chance to complete finals will do so over Winter Break or at the beginning of the 2nd semester.
- Seniors are voting on Class Song and Class Motto this week. Senior Class Officers are trying to decide between three shades of purple for graduation gowns.
- Leadership Cadre is holding Penny Wars for all donations to go towards the NCPD K-9 Unit. If we reach our goal of \$1500 a K-9 demonstration will be held featuring a teacher.
- Thank you to Emily Roth and the Band for an outstanding Veteran's Day video and message.
- We continue to make plans for 2nd semester and what that schedule will look like after we review student feedback to be collected on December 17th and December 18th.

Board of Education Report

MS Activities

December 14th, 2020

- Middle School Choir: The middle school choir performed their Holiday Choir Concert last week starting on Tuesday December 8 and concluding on Friday December 11. December 8th and 9th were devoted to the 6th grade choir where A-K (on the 9th) and L-Z (on the 8th) students performed their show during school. 7th and 8th grade choirs combined their efforts where L-Z (7th and 8th graders) performed on the 10th, and A-K (7th and 8th graders) performed on the 11th. All performances were broadcasted live on the NCPS Youtube Channel without an audience in attendance. All performances were fantastic, and participants (and instructors) did a phenomenal job adapting to keep all safe. All performances are available to view on our youtube channel.
- Middle School Band: NCMS bands performed last week with their renditions of Holiday music as well. On Tuesday December 8th, 6th grade band members performed after school where the 7th grade band and the 8th grade band performed on Thursday December 10th at different times after school. Again, all concerts were wonderful, and although the students were not able to perform in front of a live audience, their hard work and dedication did not go unnoticed. Again, both students and instructors are doing and have done an amazing job with adapting to keep all safe but still offering experiences. All concerts are available to view on our youtube channel.
- Middle School Boys Basketball: The middle school boys basketball team is in its final week of competition. This season has brought on challenges for all involved (closures, postponements, cancellations, etc.), but through those challenges, the basketball players and coaches have created a wonderful experience for all. On Saturday December 12th, the boys basketball team competed in the first Trailblazer Conference Middle School Basketball Tournament in Plattsmouth. All agree that this experience is fantastic for our students.
- National Junior Honor Society: Last month the Nebraska City National Junior Honor Society sponsored a Veterans Day breakfast at the NC McDonald's. This event served over 40 veterans a free breakfast to demonstrate our appreciation for their service. NCMS and NJHS would like to thank McDonald's and Erin and Karen Barr for their support and willingness to work with our students.
- Pioneer Production Team: The Nebraska City Middle School Pioneer Production team has been off and running working at events and bringing our story to life through our NCPS Youtube Channel. We currently have 16 members (6th-8th grade) who have successfully broadcasted, designed, and produced 2 events from the middle school. This is a new group where students have learned about broadcasting technology and are excited to be able to bring our students successes to homes near and far.

**Board of Education Dec. Report
High School Activity and Athletic Report
Matt Koehler**

High School Activity Numbers and Activity/Athletics Summary for the Winter Season.

Boys Basketball: 25 boys started the year out for basketball.

Boys Wrestling: 30 boys started the year out for wrestling.

Girls Wrestling: 8 girls started the year out for wrestling

Girls Basketball: 17 girls started the year for basketball.

Hosted Wrestling on Dec 3rd at the High School and hosted Basketball games at the High School on Dec 5th.

Working hard to make sure we are following all of the state and local health guidelines for our students.

Since we can only have 25% capacity and household members only at the games we have been Live Streaming our activities on our school's YouTube page.

FFA: Started selling coffee at the High School and they are hoping to have a business selling regularly by now, but there have been many hurdles in the way for us this year.

One Act Play: Ended the season with a 5th place finish at districts. The tech and crew team received 3rd place.

Science Club:

The 2020-2021 NCHS Science Club Officers are...

President: Mya Bartman

Vice President: Connor Causegrove

Secretary: Katherine Luther

Treasurer: Anthony Robinson

Reporter: Sean Hower

Speech: 20-25 members started practice and the 1st meet is Dec 11th.

NHS: Inductions for new members will be held in the Spring.

FBLA: 7 students signed up for FBLA so far. Working on getting them registered through the state FBLA.

FCCLA: I currently have 17 members in FCCLA this year. All of our usual activities have either been cancelled or moved to online. We participated in a District Leadership Conference in October which consisted of several leadership videos. We will begin working on virtual STAR projects soon and will compete with those in January.

Varsity Club: Finished selling Varsity Club Cards.

Student Council: Working on a Student Council Purpose/Mission Statement

Set up QR Codes for Pioneer of the Week nominations and student suggestions for student council

Working on a Student & Staff Morale Boosters (Planning to distribute hot chocolate and candy canes on Monday and Tuesday before break)

Quiz Bowl: No Updates. Begins 2nd semester.

Jazz Band: No Updates

Expressions: No Updates

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.

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, ~~with the limited exception of unsolicited items of nominal value.~~ ~~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 ~~will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.~~ ~~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.

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 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: November 14, 2016

Revised on: July 10, 2018; June 10, 2019

Reviewed on:

4043

Professional Boundaries and Appropriate Relationships Between Employees and Students

School district employees and student teachers or interns (“employees”) are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students and must have appropriate relationships with students. They may be friendly with students, but they are the students’ teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees’ conduct and interactions with students and to material they post on personal web sites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee’s professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

Sexual Relationships Prohibited. Employees are prohibited from engaging in any relationship that involves sexual contact or sexual penetration with a student while the student is a current student and for a minimum of one year after the date of the student's graduation or the date the student otherwise ceases enrollment. Sexual contact has the same meaning as in section 28-318, and sexual penetration has the same meaning as in section 28-318.

Grooming Prohibited. Employees are prohibited from engaging in grooming with students. Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student’s life the sexual contact or sexual penetration would take place.

Unless an employee can clearly and convincingly demonstrate a legitimate educational purpose, grooming behaviors and related conduct that are a violation of this policy include, but are not limited to:

~~Unless an employee has a legitimate educational purpose, the following behavior is a violation of the professional boundaries that employees are expected to maintain with students. The following list is intended to illustrate~~

~~inappropriate behavior involving students but not to describe every kind of prohibited behavior.~~

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.
- Displaying sexually inappropriate material or objects.
- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- ~~Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school. Electronic communications with students generally are to be sent simultaneously to multiple recipients and not just to one student except when the communication is clearly school related and inappropriate for persons other than the individual student to receive (i.e. grades).~~
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.
- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.
- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed.
- Any after-school hours activity with only one student.

- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

Communication Between Employees and Students. The preferred authorized methods for employees to communicate with students are:

1. in person face-to-face conversation;
2. a district owned and operated **managed** school email account;
3. a district owned and operated **managed** classroom collaborative learning or communication account;
4. a district owned and operated **managed** video conferencing account.
5. Other district owned and operated **managed** accounts for the purposes of teaching, learning, and communication as approved by the superintendent (or Board)

In addition, an employee may use a personal messaging account or system to communicate with students only if the initial message and subsequent threads or replies include a parent or another adult district employee.

A personal communication account or system is defined as a device or software that provides for communication between two or more parties and is capable of receiving, displaying, or transmitting communication. Personal communication system includes, but is not limited to, a mobile or cellular telephone, an email service, or a social media platform.

Reporting a Policy Violation. Anyone may report suspected grooming, other unacceptable employee conduct, or any violation of this policy as follows:

School District. Reports may be made to a principal, the superintendent, or the Title IX Coordinator in person, by mail, by telephone, or email.

Nebraska Department of Education. Reports may be made at: Nebraska Department of Education, Attn: Certification Investigations' Office, P.O. Box 94933, Lincoln NE 68509 or Nde.investigations@nebraska.gov.

Nebraska Department of Health and Human Services. Reports may be made by calling the Child Abuse and Neglect Hotline at (800) 652-1999.

Law Enforcement. Reports may be made to the local police department by calling (402) 873-6666, the county sheriff at (402) 873-9560, or the Nebraska State Patrol at (402) 471-4545.

An employee is required to make a report to a principal or the superintendent if the employee reasonably believes that another employee has violated or may have violated this policy. Minor concerns or violations shall be reported within 24 hours. Major concerns or violations shall be reported immediately. Violations committed by or concerns about the superintendent shall be reported to the School Board President.

A student who feels his or her boundaries have been violated should directly inform the offender that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offender or if direct communication has been ineffective, the student should report the conduct or communication to a teacher, administrator, counselor, the Title IX coordinator, or other school employee with whom she or he feels comfortable.

Retaliation Prohibited. Retaliation for good faith reports or complaints made as a result of this policy is prohibited. Individuals who knowingly and intentionally make a false report shall be subject to discipline as provided by district policy and state law.

~~A violation of this policy will form the basis for employee discipline up to and including termination or cancellation of employment, filing a report with law enforcement officials, and filing a report with the Commissioner of Education.~~

Policy Violations. Any violation of this policy by an employee may result in disciplinary action up to and including dismissal from employment and/or referral to the Nebraska Department of Education, which may result in the suspension or revocation of the employee's certificate. Any violation involving sexual or other abuse will result in referral to the Nebraska Department of Health and Human Services, law enforcement, or both.

Policy Verification. Employees shall verify that they have received, reviewed, and understood this policy by signing an acknowledgment document indicating the same.

No Limits on Reports to NDE. Nothing in this policy shall be construed to limit any certificated employee's duty to report any known violation of the standards of professional practices (Title 92, Nebraska

Administrative Code, Chapter 27, commonly known as Rule 27) adopted by the Nebraska Board of Education.

Adopted on: December 12, 2016

Revised on:

Reviewed on:

4037
Reduction In Force

The board of education may determine that a reduction in force of certificated staff members is appropriate due to declining enrollment in a grade or grades, changes in financial support, changes in curricular programs, a decline in the taxable value of property located within the school district, increased costs of operating the school district, or another change or changes in circumstances. If the board, in its sole discretion, determines that a reduction of certificated staff is necessary, the superintendent shall notify those employees whose contracts may be reduced. However, the employment of a permanent employee may not be terminated through a reduction in force while a probationary employee is retained to render a service that the permanent employee is qualified to perform by reason of certification and endorsement, or when certification is not applicable, by reason of college credits in the teaching area.

1. **Definition of Reduction in Force.** A reduction in force shall consist of a reduction of one or more positions or a reduction in the percentage of employment of one or more certificated staff members, even if the number or percentage of employment of the certificated staff overall may be increased by other hirings or increases in the percentage of employment of other employees. Reduction in force may result in the termination of employment or an amendment to an employee's contract reducing the extent of the employee's employment.
2. **Restriction of Right to Administrative Position.** Due to the confidential and unique personal working relationship necessary between the administration and the board of education, a certificated employee who is not currently serving in a predominantly administrative capacity shall have no rights under this policy to any administrative position within the school system.
3. **Criteria for Reduction in Force.** The criteria set forth below shall be considered in selecting the personnel to be reduced. The criteria are not listed in any order of priority, and shall be given the weight that the board considers appropriate.
 - a. Programs to be offered;
 - b. Areas of endorsement that are of present or future value to the district. This criterion shall be based upon the

endorsement(s) shown on each teacher's Nebraska Teaching Certificate;

- c. State and federal laws or regulations that may mandate certain employment practices;
 - d. Involvement in the programs and activities sponsored by the school district;
 - e. Special or advanced training consisting of college credit or other training that would be of present or future value to the district;
 - f. The organizational and educational effect caused by multiple part-time certificated employees;
 - g. Formal and informal evaluation of staff performance by supervising administrators and if evaluations will be used as a criterion for a given reduction-in-force, the evaluation procedures shall be those adopted by board policy in effect at the time of the reduction and the evaluation forms shall be those on file with the Nebraska Department of Education for the district;
 - h. Any other reasons that are rationally related to the instruction in or administration of the school district.
4. **Consideration of Uninterrupted Service.** If, after consideration of the criteria listed above, it is the opinion of the superintendent that there is no significant difference between or among certificated employees being considered for reduction, the employee(s) with the longest uninterrupted service to the district shall be retained.
- a. Uninterrupted length of service is defined as the number of continuous full-time equivalent years of employment in the district as a teacher.
 - b. A full-time equivalent year is defined as employment on a full-time basis for an entire school year.
 - c. Less than full-time employment reduces the teacher's full-time equivalent employment for a school year. For example, a teacher employed on a half-time basis would be credited with half a year full-time equivalent employment.
 - d. A break in service will terminate a teacher's seniority and length of service under this provision. That period of time when a teacher is on a leave of absence shall not constitute a break in service; however, any years of

absences or fractions of years of leave of absence will not count as years of employment for the purposes of determining the length of a teacher's uninterrupted service.

5. **Rights of Recall.**

- a. Any certificated employee whose contract has been terminated shall be considered to have been dismissed with honor and shall, upon request, be provided a letter to that effect.
- b. Such employee shall have preferred rights to re-employment for a period of 24 months commencing at the end of the contract year, and the employee shall be recalled on the basis of length of service to the district to any position that he or she is qualified to teach by endorsement or college preparation.
- c. Upon re-employment, a recalled employee shall be placed on the salary schedule and provided fringe benefits based on existing district policies and the current negotiated agreement. Any year of years of absence from employment shall not be considered as a year or years of employment by the district.
- d. An employee under contract to another education institution may waive recall, but such waiver shall not deprive the employee of his or her right to subsequent recall.

6. **Current Teaching Certificate.**

- a. Upon initial employment with the district, each certificated employee shall file a copy of his or her teaching certificate, including endorsements with the superintendent of schools.
- b. The employee shall be responsible for filing any changes in certification or endorsements with the superintendent.

7. **Address Records.**

- a. A certificated employee whose employment contract has been terminated because of a reduction in force shall, during the period which he or she is eligible for recall, be responsible for reporting any change of address to the superintendent of schools.
- b. If there is a vacancy to which a former employee has a right of recall, the district may communicate an offer of re-employment by telephone, by e-mail, or by United

States mail sent to the former employee's last known address. If the school district does not receive written acceptance of the offer within seven days, the former employee shall be deemed to have waived his or her rights to be recalled to the employment position.

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