



KIMBALL PUBLIC SCHOOLS
Administration Offices
901 South Nadine Street
Kimball, NE 69145

AGENDA

The following is the agenda for the meeting of the Board of Education to be held on Monday, June 14, 2021, at 6:30 PM in the Kimball County Transit Service Meeting Room, 233 South Chestnut Street, Kimball, Nebraska 69145

1. Pledge of Allegiance
2. Call meeting to order (Open Meeting Law announcement)
3. "The Mission of Kimball Public Schools is to educate every student for a lifetime of success."
4. Roll Call
5. Excuse the Absence of Board Member
6. Approval of Agenda
7. Read and Approval of Minutes: Regular Board Meeting May 10, 2021 and Special Board Meeting May 24, 2021
8. Reading and Approval of Board Bills
9. Treasurer's Report
10. Board Reports
11. Administrator's Reports
12. Superintendent's Report
13. Continous School Improvement Plan Progress
14. Recognition of Visitors - Public Comment (Policy 202.05)
15. Action Items:
 - A. Discuss, consider and take all necessary action with regard to approval of Panhandle Beginnings Interlocal Agreement
 - B. Discuss, consider and take all necessary action with regard to approval of VALTS Interlocal Agreement and Bylaws.
 - C. Discuss, consider and take all necessary action with regard to approval of junior/ senior high school wall renovation project.
 - D. Discuss, consider and take all necessary action with regard to approval of LED light installation project.
 - E. Discuss, consider, and take all necessary action in regard to approval of 2021-2022 fees.
 - F. Discuss, consider, and take all necessary action in regards to approval of district job descriptions.
 - G. Discuss, consider and take all necessary action with regard to review, amend, repeal, consideration and/or adoption of board policies:
 1. KPS Board Policy 1001.02: Parental Involvement
Hold Public Hearing to discuss, consider and receive input on the Parental Involvement Policy. The public will be given the opportunity to present information and options on the Parental Involvement Policy.

1. Discuss, consider and take all necessary action with regard to altering or reaffirming the Parental Involvement Policy 1001.02
2. KPS Board Policy 501.06: Student Fees
Hold Public Hearing to discuss, consider and receive input on the Student Fees Policy. The public will be given the opportunity to present information and options on the Student Fees Policy.
 1. Discuss, consider and take all necessary action with regard to altering or reaffirming the Student Fees Policy 501.06
- H. Discuss, consider, and take all necessary action with regard to review of board policies: 501.07, 504.17, 602.01.
- I. Discuss, consider, and take all necessary action with regard to amendment of board policies: 404.03, 502.13, 502.13F, 503.04, 602.05, 603.11, 603.15, 611.03.
- J. Discuss, consider and take all necessary action with regard to adopting board policies: 701.36
16. Discussion Items:
 - A. Discussion Item #1: Parent-Student Handbooks (Mary Lynch/ Junior/Senior High School) and Faculty/ Staff Handbook
 - B. Discussion Item #2: Facilities Assessment Update
17. Next Meeting(s)/Opportunities:
 - A. Regular Board Meeting: Monday, July 12, 2021 at 6:30 p.m. in the Meeting Room at the Kimball County Transit Service, 233 South Chestnut Street, Kimball, Nebraska
18. Motion to Adjourn

NOTICES:

COPY OF OPEN MEETINGS ACT: The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. The Act is posted on the south wall of the meeting room.

KIMBALL PUBLIC SCHOOLS MISSION STATEMENT: “The Mission of Kimball Public Schools is to educate every student for a lifetime of success.”

NOTICE OF MEETING: Notice of the meeting was published according to Board Policy.

INSTRUCTIONS FOR THOSE WHO WISH TO SPEAK DURING PUBLIC FORUM:

Getting Started: When it is your turn to speak during the public forum portion of the agenda, please come forward to the table situated immediately in front of the Board, sign your name and address on the sign-in sheet and state your name to the Board of Education.

Time Limit: You may speak only one time and must limit comments to 5 minutes or less. Public Forum will not exceed 30 minutes.

Personnel or Student Topic: If you are planning to speak about a personnel or student matter involving an individual, please understand that our policies require such concerns initially be directed to the administration for consideration. Board members will generally not respond to any questions you ask or comments you may make about individual staff members or students. You are cautioned that slanderous comments are not protected just because they are made at a Board meeting.

General Rules: Please remember this is a public meeting for the conduct of the business of the Board of Education. Offensive language, personal attacks and hostile conduct will not be tolerated.

CLOSED SESSIONS: Kimball Public Schools Board of Education reserves the right to go into closed session in accordance with Nebraska Statute 84-1410.

BY: KIMBALL PUBLIC SCHOOLS

A meeting of the Board of Education of Kimball Public Schools was convened in open and public session on Monday, May 10, 2021 at 6:30 PM in the Kimball County Transit Service Meeting Room, 233 South Chestnut Street, Kimball, Nebraska 69145.

A notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The secretary for the Board maintains a list of the news media, of the time and place of the meeting and the subject to be discussed at the meeting. Availability of the agenda was communicated in the publicized notice. All proceedings of the Board of Education except as may be hereinafter noted were taken while the convened meeting was open to the attendance of the public.

The Pledge of Allegiance was stated by all present.

The meeting was called to order by President Matthew Shoup at 6:30 p.m. At the beginning of this meeting the President announced and informed the public that a current copy of the Open Meetings Act is posted on the wall of the meeting room and directed the public to its location. President Shoup read the mission statement of Kimball Public Schools.

The roll was called and the following Board members were present or absent.

Present: Travis Cook, Albert Hargreaves, Lanny Little, Tom O'Brien, Chauncey Pedersen, Matthew Shoup.

Motion was made by Travis Cook, seconded by Albert Hargreaves to approve the agenda. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye
Albert Hargreaves: Aye
Lanny Little: Aye
Tom O'Brien: Aye
Chauncey Pedersen: Aye
Matthew Shoup: Aye

Motion was made by Tom O'Brien, seconded by Chauncey Pedersen to approve the minutes from. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye
Albert Hargreaves: Aye
Lanny Little: Aye
Tom O'Brien: Aye
Chauncey Pedersen: Aye
Matthew Shoup: Aye

Motion was made by Travis Cook, seconded by Lanny Little to approve the current bills. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye
Albert Hargreaves: Aye
Lanny Little: Aye
Tom O'Brien: Aye
Chauncey Pedersen: Aye
Matthew Shoup: Aye

**Kimball Public Schools
BOARD REPORT OF EXPENDITURES
MAY 10, 2021**

PREPAID

59814	NSASSP REGION V PRINCIPALS	260.00
59815	RIVERSIDE DISCOVERY CENTER AND ZOO	132.75
		\$392.75

REGULAR MONTHLY EXPENSES

59765	ACT	216.00
59766	AG PARTS EDUCATION	263.75
59767	AWARD EMBLEM MFG. CO., INC	578.74
59768	BLACK HILLS ENERGY	5,782.06
59769	BLICK ART MATERIALS	235.38
59770	CAPITAL BUSINESS SYSTEMS, INC.	3,332.32
59771	CENTURY LINK BUSINESS SERVICES	296.79
59772	CITY OF KIMBALL	10,612.98
59773	CULLIGAN	99.80
59774	DAS STATE ACCOUNTING - CENTRAL	232.49
59775	DRUMS ON SALE	764.00
59776	EREFLECT - TYPESY	348.70
59778	FRANK PARTS COMPANY	31.96
59779	FRENCHMAN VALLEY COOP	2,057.68
59780	GIBBS SMITH, PUBLISHER	1,800.21
59781	GYNZY INC.	95.00
59782	HERFF JONES, LLC	42.90
59783	HOMETOWN HARDWARE	164.68
59784	IDEAL/BLUFFS FACILITY SOLUTIONS	1,504.81
59785	INNOVATIVE OFFICE SOLUTIONS LLC	1,338.66
59786	IXL LEARNING	3,094.00
59787	JONES SCHOOL SUPPLY CO, INC	441.97
59788	JOSTENS	239.50
59789	KIMBALL AUTO PARTS CO	102.95
59790	KIMBALL BAKERY	101.25
59791	KIMBALL PUBLIC SCHOOLS	850.79
59792	MIDWEST TECHNOLOGY PRODUCTS	206.90
59793	JESSICA MILLER	383.04
59794	NE COLORADO CELLULAR, INC	266.25
59795	NEBRASKA ASSOCIATION OF SCHOOL	910.75
59796	NEBRASKA AG ED ASSOCIATION	235.00
59797	NEBRASKA COFFEE	577.19

59798	NORBERG AUTOMOTIVE AND DIESEL, INC	455.62
59799	OVERDRIVE, INC.	500.00
59800	WESTERN NEBRASKA OBSERVER	318.09
59801	PANHANDLE COOP ASSOCIATION	46.21
59802	PAPER101	234.78
59803	PERRY, GUTHERY, HAASE & GESSFO	573.00
59804	QUILL CORPORATION	71.71
59806	SCHOOL SPECIALTY INC.	583.26
59807	SOAR LEARNING, INC	2,115.00
59808	STAPLES BUSINESS ADVANTAGE	288.36
59809	STAPLES CONTRACT & COMMERCIAL, INC.	92.13
59810	STRAUCH ELECTRIC, LLC	1,145.50
59812	VINCE'S CORNER	58.79
59813	VOYAGER FLEET SYSTEMS, INC.	3,387.95
59816	GRANITE TELECOMMUNICATIONS	328.36
59817	KIDWELL	761.18
59818	STEVE WEISS MUSIC	992.64
59819	J.W. PEPPER & SON INC.	140.70
59820	SCHOOL SPECIALTY INC.	127.15
59821	TEACHERS DISCOVERY	220.75

\$49,649.68

MONTHLY EXPENSES

59777	ESU #13	22,604.71
59805	REALLY GREAT READING COMPANY, LLC	19,705.50
59811	TRAFERA HOLDINGS, LLC	19,836.00

GENERAL FUND TOTAL \$112,188.64

NUTRITION FUND

5863	CASH-WA DISTRIBUTING	10,531.87
5864	ECOLAB PEST ELIMINATION DIVISION	119.92
5865	HILAND DAIRY FOODS COMPANY, LLC	2,297.87
5869	US FOODS - GRAND ISLAND	5,749.89
5870	PEPSI-COLA OF WESTERN NEBRASKA	1,932.20
5882	VENDNET	248.27

NUTRITION FUND TOTAL \$20,880.02

Motion was made by Tom O'Brien, seconded by Albert Hargreaves to approve the Treasurer's Report. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook:	Aye
Albert Hargreaves:	Aye
Lanny Little:	Aye
Tom O'Brien:	Aye
Chauncey Pedersen:	Aye
Matthew Shoup:	Aye

May 10, 2021

Treasurer's report is as follows:	May-21	May-20
Amount received from County Treasurer	220,629.80	184,449.52
Bank Balance April 30, 2021	188,428.30	72,036.42
Savings Account General Funds April 30, 2021	1,201,440.20	79,387.58
Depreciation Fund April 30, 2021	269,040.21	341,714.69
Building Fund April 30, 2021	602,334.24	463,040.82
Total Available Funds	2,481,872.75	1,140,629.03
Payroll Gross	330,479.63	333,608.50
Amount of Bills	112,188.64	133,452.15
Blue Cross Blue Shield/HSA Pmt/UNUM Life	73,034.12	70,402.44
Nebraska School Retirement	31,679.58	31,950.38
FirstTier Bank (FICA)	24,364.22	24,709.06
Total Amount of Expenses	571,746.19	594,122.53
Balance Remaining after Expenses	1,910,126.56	546,506.50

The Board reviewed written reports of Mrs. Danielle Reader, Jr-Sr High School Principal and Mrs. Jamie Soper, Mary Lynch Elementary Principal.

The Board reviewed the written report of Mr. Trevor Anderson, superintendent.

Motion was made by Travis Cook, seconded by Lanny Little to approve the teaching contract for Katherine Robinson for the 2021-22 school year. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook:	Aye
Albert Hargreaves:	Aye
Lanny Little:	Aye
Tom O'Brien:	Aye
Chauncey Pedersen:	Aye

Matthew Shoup: Aye

Motion was made by Tom O'Brien, seconded by Lanny Little to approve naming the Main Gym Floor "Tom and Karen Southard Court". After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye

Albert Hargreaves: Aye

Lanny Little: Aye

Tom O'Brien: Aye

Chauncey Pedersen: Aye

Matthew Shoup: Aye

Motion was made by Chauncey Pedersen, seconded by Albert Hargreaves to approve joining interlocal agreement for day school/ treatment facility (Panhandle Beginnings Therapeutic Day School) option #1 the all-inclusive. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye

Albert Hargreaves: Aye

Lanny Little: Aye

Tom O'Brien: Aye

Chauncey Pedersen: Aye

Matthew Shoup: Aye

Motion was made by Travis Cook, seconded by Lanny Little to approve staff computer refresh in the amount of \$52,205.96. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye

Albert Hargreaves: Aye

Lanny Little: Aye

Tom O'Brien: Aye

Chauncey Pedersen: Aye

Matthew Shoup: Aye

Motion was made by Tom O'Brien, seconded by Travis Cook to approve board policies: 404.18, 404.19, 404.20, 404.21, 404.22 as reviewed. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye

Albert Hargreaves: Aye

Lanny Little: Aye

Tom O'Brien: Aye

Chauncey Pedersen: Aye

Matthew Shoup: Aye

Motion was made by Travis Cook, seconded by Matthew Shoup to that the Board and Mr. Anderson enter into closed session at 8:37 pm for personnel and the evaluation of job performance 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 with regard to the review of the Superintendent evaluation. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye

Albert Hargreaves: Aye
Lanny Little: Aye
Tom O'Brien: Aye
Chauncey Pedersen: Aye
Matthew Shoup: Aye

Motion was made by Matthew Shoup, seconded by Chauncey Pedersen to move to come out of closed session at 9:29. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye
Albert Hargreaves: Aye
Lanny Little: Aye
Tom O'Brien: Aye
Chauncey Pedersen: Aye
Matthew Shoup: Aye

Motion was made by Matthew Shoup, seconded by Travis Cook to adjourn the meeting at 9:32pm. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook: Aye
Albert Hargreaves: Aye
Lanny Little: Aye
Tom O'Brien: Aye
Chauncey Pedersen: Aye
Matthew Shoup: Aye

ATTEST:

MATTHEW SHOUP
KIMBALL PUBLIC SCHOOLS
BOARD OF EDUCATION

THOMAS O'BRIEN
KIMBALL PUBLIC SCHOOLS
BOARD OF EDUCATION

A meeting of the Board of Education of Kimball Public Schools was convened in open and public session on Monday, May 24, 2021 at 5:30 PM in the Jr-Sr High School: Room W5, 901 South Nadine Street, Kimball, NE 69145.

A notice of the meeting was given in advance by publication and/or posting in accordance with the Board approved method for giving notice of meetings. Notice of this meeting was given in advance to all members of the Board of Education. The secretary for the Board maintains a list of the news media, of the time and place of the meeting and the subject to be discussed at the meeting. Availability of the agenda was communicated in the publicized notice. All proceedings of the Board of Education except as may be hereinafter noted were taken while the convened meeting was open to the attendance of the public.

The Pledge of Allegiance was stated by all present.

The meeting was called to order by President Matthew Shoup at 5:30 p.m. At the beginning of this meeting the President announced and informed the public that a current copy of the Open Meetings Act is posted on the wall of the meeting room and directed the public to its location. President Shoup read the mission statement of Kimball Public Schools.

The roll was called and the following Board members were present or absent.

Present: Travis Cook, Albert Hargreaves, Lanny Little, Tom O'Brien, Chauncey Pedersen, Matthew Shoup.

Motion was made by Travis Cook, seconded by Lanny Little to approve the agenda. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook:	Aye
Albert Hargreaves:	Aye
Lanny Little:	Aye
Tom O'Brien:	Aye
Chauncey Pedersen:	Aye
Matthew Shoup:	Aye

Presentation: Tobin Buchanan of First National Capital Markets and Jacob Sertich of Wilkins Architecture, Design, and Planning.

Next Meeting Opportunities: Monday, June 14, 2021 at 6:30 p.m. in the Meeting Room at the Kimball County Transit Service, 233 South Chestnut Street, Kimball, NE.

Motion was made by Matthew Shoup, seconded by Chauncey Pedersen to adjourn the meeting at 8:22 p.m. After discussion and upon roll call vote, the Board voted as follows:

Travis Cook:	Aye
Albert Hargreaves:	Aye
Lanny Little:	Aye
Tom O'Brien:	Aye
Chauncey Pedersen:	Aye
Matthew Shoup:	Aye

ATTEST:

MATTHEW SHOUP
KIMBALL PUBLIC SCHOOLS
BOARD OF EDUCATION

THOMAS O'BRIEN
KIMBALL PUBLIC SCHOOLS
BOARD OF EDUCATION

Detail Check Register

Checking Account: 01		GENERAL FUND 01-101				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
Check Number: 59361	Check Type: Check	Check Date: 06/14/2021	Vendor: ACCOBRANDS	ACCO BRANDS USA LLC	Check Total:	128.04
4716116011	04/21/2027	9609	Laminating Film - 18" x 500' 1" core	01 2410 610 003 000	128.04	
Check Number: 59836	Check Type: Check	Check Date: 06/14/2021	Vendor: ACT	ACT	Check Total:	67.50
63885972	06/01/2021		PRE-ACT REPORTING PCKG	01 2214 610 000 000	67.50	
Check Number: 59837	Check Type: Check	Check Date: 06/14/2021	Vendor: AGPARTSED	AG PARTS EDUCATION	Check Total:	19.95
1532768	02/05/2021	9496	HP COMPATIBLE MODEL *OEM EQUIVALENT REPL	01 2230 650 000 000	19.95	
Check Number: 59838	Check Type: Check	Check Date: 06/14/2021	Vendor: AKJEDUCATI	AKJ EDUCATION	Check Total:	960.03
W6928	05/21/2021	9849	Runs With Courage	01 1100 640 001 000	139.80	
W6928	05/21/2021	9849	A Long Way Gone	01 1100 640 001 000	210.00	
W6928	05/21/2021	9849	Macbeth (Common Core Exemplar)	01 1100 640 001 000	83.40	
W6928	05/21/2021	9849	Twelfth Night	01 1100 640 001 000	83.40	
W6928	05/21/2021	9849	Twisted	01 1100 640 001 000	153.80	
W6928	05/21/2021	9849	Romeo and Juliet (No Fear Shakespeare)	01 1100 640 001 000	62.55	
W6928	05/21/2021	9849	The Giver	01 1100 640 001 000	139.80	
W6928	05/21/2021	9849	SHIPPING	01 1100 640 001 000	87.28	
Check Number: 59839	Check Type: Check	Check Date: 06/14/2021	Vendor: BAUDVILLE	BAUDVILLE	Check Total:	107.92
3770779	04/21/2021	9709	Shooting Stars "Rainbow " Certificates	01 1100 890 000 000	33.99	
3770779	04/21/2021	9709	Milky Way Stars "Rainbow" Certificates	01 1100 890 000 000	33.99	
3770779	04/21/2021	9709	SHIPPING AND HANDLING	01 1100 890 000 000	10.95	
3782297	05/10/2021	9709	Gold Natural Parchment Certificates	01 1100 890 000 000	28.99	
Check Number: 59840	Check Type: Check	Check Date: 06/14/2021	Vendor: BLACKHILLS	BLACK HILLS ENERGY	Check Total:	4,327.87
MAY STATEM-0001	06/15/2021		HIGH SCHOOL	01 2610 621 001 000	2,779.32	
MAY STATEM-0001	06/15/2021		SUPERINTENDENTS OFFICE	01 2610 621 001 000	385.28	
MAY STATEM-0001	06/15/2021		VO TECH BUILDING	01 2610 621 001 000	1,163.27	
Check Number: 59841	Check Type: Check	Check Date: 06/14/2021	Vendor: CAPITALBUS	CAPITAL BUSINESS SYSTEMS, INC.	Check Total:	961.94
28993747-0003	05/27/2021		COPIER LEASE	01 1100 610 000 000	961.94	
Check Number: 59842	Check Type: Check	Check Date: 06/14/2021	Vendor: CASCADESCH	CASCADE SCHOOLS SUPPLIES	Check Total:	66.11
63754	05/24/2021	9660	Dry Erase Markers- Expo Low Odor- Gree	01 1100 610 001 036	23.75	
63754	05/24/2021	9660	Dry Erase Markers- Expo Low Odor- Blue	01 1100 610 001 036	19.00	

Detail Check Register

Checking Account: 01		GENERAL FUND 01-101				
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
63754-1	05/24/2021	9608	White Envelopes - No. 10	01 2410 610 003 000	11.25	
63754-1	05/24/2021	9608	Paper Clips - No. 1 - 1 1/4"	01 2410 610 003 000	6.06	
63754-1	05/24/2021	9608	PAPER CLIPS GIANT	01 2410 610 003 000	6.05	
Check Number: 59843	Check Type: Check	Check Date: 06/14/2021	Vendor: CENTURYLI2	CENTURY LINK BUSINESS SERVICES	Check Total:	296.79
221167896-0002	06/20/2021		OUTBOUND VOIP SERVICE	01 2510 530 000 000	296.79	
Check Number: 59844	Check Type: Check	Check Date: 06/14/2021	Vendor: EGANSUPPLY	EGAN SUPPLY CO	Check Total:	51.60
335904	05/26/2021	9630	Plastic Freezer Bags - Quart Size	01 1100 610 003 011	51.60	
Check Number: 59845	Check Type: Check	Check Date: 06/14/2021	Vendor: ESU13	ESU #13	Check Total:	30,421.18
2021-05 STATEMENT	05/28/2021		ESU - THERAP BEH/MENTAL HEALTH	01 1100 591 003 000	300.00	
2021-05 STATEMENT	05/28/2021		ONTOCOLLEGE TEST PREP	01 1160 610 000 000	2,560.00	
2021-05 STATEMENT	05/28/2021		EMPLOYEE TRAINING/PROF DEVELOPMENT	01 1200 330 003 000	94.50	
2021-05 STATEMENT	05/28/2021		MERIDIAN TUITION - ESU	01 1200 561 001 003	3,534.30	
2021-05 STATEMENT	05/28/2021		PANHANDLE BEGINNINGS DAY SCHOOL	01 1200 561 003 003	438.60	
2021-05 STATEMENT	05/28/2021		SUPERVISION OF PROGRAMS - ESU	01 1200 591 000 005	629.06	
2021-05 STATEMENT	05/28/2021		SPED INSTRUCTION AGES 3-5	01 1291 591 003 000	419.52	
2021-05 STATEMENT	05/28/2021		SPED SUPERVISION AGES 3-5	01 1291 591 003 005	33.56	
2021-05 STATEMENT	05/28/2021		SPED SUPERVISION AGES 3-5	01 1291 591 003 005	26.78	
2021-05 STATEMENT	05/28/2021		SPED INSTRUCTION AGES 0-2	01 1292 591 003 000	1,219.23	
2021-05 STATEMENT	05/28/2021		SPED SUPERVISION AGES 0-2	01 1292 591 003 005	97.54	
2021-05 STATEMENT	05/28/2021		PSYCH ASSESSMENT HS - ESU	01 2141 591 001 001	1,049.94	
2021-05 STATEMENT	05/28/2021		PSYCH ASSESSMENT HS - ESU	01 2141 591 001 001	262.49	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSULTING-ADDITIONAL HS	01 2141 591 001 002	498.75	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSELING HS - ESU	01 2141 591 001 002	361.41	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSELING SUPERVISION HS - ESU	01 2141 591 001 005	39.90	
2021-05 STATEMENT	05/28/2021		PSYCH ASSESSMENT ML - ESU	01 2141 591 003 001	5,128.57	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSULTING ADDITIONAL ML - ESU	01 2141 591 003 002	1,496.25	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSELING ML - ESU	01 2141 591 003 002	1,228.80	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSELING AGES 3-5	01 2141 591 003 003	72.29	
2021-05 STATEMENT	05/28/2021		PSYCH COUNSELING SUPERVISION ML - ESU	01 2141 591 003 005	119.70	
2021-05 STATEMENT	05/28/2021		SPEECH HS - ESU	01 2151 591 001 003	60.59	
2021-05 STATEMENT	05/28/2021		SUPERVISION - SPEECH HS - ESU	01 2151 591 001 005	4.85	
2021-05 STATEMENT	05/28/2021		OT HS - ESU	01 2161 591 001 000	1,771.20	
2021-05 STATEMENT	05/28/2021		SUPERVISION - OT HS - ESU	01 2161 591 001 005	141.70	
2021-05 STATEMENT	05/28/2021		OT ML - ESU	01 2161 591 003 000	4,808.70	
2021-05 STATEMENT	05/28/2021		SUPERVISION - OT ML - ESU	01 2161 591 003 005	384.70	
2021-05 STATEMENT	05/28/2021		OT AGES 3-5	01 2162 591 003 000	90.00	

Detail Check Register

Checking Account: 01

GENERAL FUND 01-101

2021-05 STATEMENT	05/28/2021	SUPERVISION - OT AGES 3-5	01 2162 591 003 005	7.20
2021-05 STATEMENT	05/28/2021	OT AGES 0-2	01 2163 591 003 000	397.80
2021-05 STATEMENT	05/28/2021	SUPERVISION - OT AGES 0-2	01 2163 591 003 005	31.82
2021-05 STATEMENT	05/28/2021	P/T SCHOOL AGE HS	01 2171 591 001 000	40.00
2021-05 STATEMENT	05/28/2021	P/T SCHOOL AGE HS SUPERVISION	01 2171 591 001 005	3.20
2021-05 STATEMENT	05/28/2021	STUDENT RECORD SYSTEM (SRS)	01 2190 591 003 004	1,162.90
2021-05 STATEMENT	05/28/2021	DISTANCE LEARNING	01 2510 382 001 000	747.00
2021-05 STATEMENT	05/28/2021	INTERNET E-RATE	01 2510 382 001 000	450.00
2021-05 STATEMENT	05/28/2021	NEVA	01 2510 530 000 000	708.33

Check Number: 59846	Check Type: Check	Check Date: 06/14/2021	Vendor: ESU7	ESU #7	Check Total: 135.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
10022020-14	10/20/2020		GET CONNECTED CONFERENCE	01 6968 580 003 000	135.00

Check Number: 59847	Check Type: Check	Check Date: 06/14/2021	Vendor: CITYOFKIMB	CITY OF KIMBALL	Check Total: 11,164.39
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
04/09-05/1-0001	05/25/2021		STADIUM SEWER	01 2610 410 001 000	22.00
04/09-05/1-0001	05/25/2021		STADIUM WATER	01 2610 410 001 000	34.13
04/09-05/1-0001	05/25/2021		BUS BARN COLLECTION AND LANDFILL	01 2610 410 001 000	27.00
04/09-05/1-0001	05/25/2021		LANDFILL GATE FEES	01 2610 410 001 000	22.00
04/09-05/1-0001	05/25/2021		AG SHOP SEWER	01 2610 410 001 000	22.00
04/09-05/1-0001	05/25/2021		AG SCHOP LANDFILL/COLLECTION	01 2610 410 001 000	51.25
04/09-05/1-0001	05/25/2021		MECHANIC SHOP WATER	01 2610 410 001 000	37.02
04/09-05/1-0001	05/25/2021		MECHANIC SHOP SEWER	01 2610 410 001 000	359.14
04/09-05/1-0001	05/25/2021		MAIN BLD WATER	01 2610 410 001 000	73.04
04/09-05/1-0001	05/25/2021		MAIN BLD SEWER	01 2610 410 001 000	321.31
04/09-05/1-0001	05/25/2021		MAIN BLD COLLECTION/LANDFILL	01 2610 410 001 000	461.25
04/09-05/1-0001	05/25/2021		#3 EAST WATER	01 2610 410 003 000	52.23
04/09-05/1-0001	05/25/2021		#3 EAST SEWER	01 2610 410 003 000	40.12
04/09-05/1-0001	05/25/2021		ML E WARD E-W WATER	01 2610 410 003 000	41.62
04/09-05/1-0001	05/25/2021		ML E WARD E-W COLLECTION AND LANDFILL	01 2610 410 003 000	307.50
04/09-05/1-0001	05/25/2021		ML E WARD E-W SEWER	01 2610 410 003 000	52.61
04/09-05/1-0001	05/25/2021		ML MODULAR WATER	01 2610 410 003 000	39.56
04/09-05/1-0001	05/25/2021		ML MODULAR SEWER	01 2610 410 003 000	30.12
04/09-05/1-0001	05/25/2021		BUS BARN ELECTRIC	01 2610 621 001 000	41.43
04/09-05/1-0001	05/25/2021		AG SHOP ELECTRIC	01 2610 621 001 000	555.69
04/09-05/1-0001	05/25/2021		STADIUM ELECTRIC	01 2610 621 001 000	546.93
04/09-05/1-0001	05/25/2021		SOUTH GYM ELECTRIC	01 2610 621 001 000	1,112.54
04/09-05/1-0001	05/25/2021		MAIN BLD ELECTRIC	01 2610 621 001 000	4,611.48
04/09-05/1-0001	05/25/2021		ML MODULAR ELECTRIC	01 2610 621 003 000	523.36
04/09-05/1-0001	05/25/2021		#3 EAST ELECTRIC	01 2610 621 003 000	552.52
04/09-05/1-0001	05/25/2021		ML E WARD 3-W ELECTRIC	01 2610 621 003 000	1,226.54

Detail Check Register

Checking Account: 01		GENERAL FUND 01-101				
Check Number: 59848	Check Type: Check	Check Date: 06/14/2021	Vendor: COGNIAINC	COGNIA INC.	Check Total:	1,200.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
00140990	04/15/2021	9815	Cognia Membership Fee	01 2211 810 000 000	1,200.00	
Check Number: 59849	Check Type: Check	Check Date: 06/14/2021	Vendor: COMPUTERI2	COMPUTER INFORMATION CONCEPTS	Check Total:	6,751.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
PSI32387-0001	06/01/2002	9843	Infinite Campus Base Application	01 1100 650 000 000	3,332.00	
PSI32387-0001	06/01/2002	9843	Hosting - Standard Cloud	01 1100 650 000 000	298.00	
PSI32387-0001	06/01/2002	9843	Food Service Software	01 1100 650 000 000	794.00	
PSI32387-0001	06/01/2002	9843	Campus Learning District License	01 1100 650 000 000	500.00	
PSI32387-0001	06/01/2002	9843	Software Support - 12 Months	01 1100 650 000 000	1,827.00	
Check Number: 59850	Check Type: Check	Check Date: 06/14/2021	Vendor: COUNTRYPRI	THE COUNTRY PRINTER	Check Total:	401.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
12266-0001	06/01/2021		GRADUATION PROGRAM	01 1100 890 001 000	285.00	
12266-0001	06/01/2021		THANK YOU NOTES	01 2130 610 000 000	116.00	
Check Number: 59851	Check Type: Check	Check Date: 06/14/2021	Vendor: DASSTATEAC	DAS STATE ACCOUNTING - CENTRAL FINANCE	Check Total:	464.98
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
MAY/JUNE	06/08/2021		MAY STATEMENT	01 2510 382 000 000	232.49	
MAY/JUNE	06/08/2021		JUNE STATEMENT	01 2510 382 000 000	232.49	
Check Number: 59852	Check Type: Check	Check Date: 06/14/2021	Vendor: EAKESOFFIC	EAKES OFFICE SOLUTIONS	Check Total:	112.07
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
8226551	05/28/2021		GF PWCB CHECK ORDER	01 2510 610 000 000	112.07	
Check Number: 59853	Check Type: Check	Check Date: 06/14/2021	Vendor: ECOLABPEST	ECOLAB PEST ELIMINATION DIVISION	Check Total:	119.92
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
4525090	05/20/2021		PEST ELIMINATION	01 2620 340 003 000	119.92	
Check Number: 59854	Check Type: Check	Check Date: 06/14/2021	Vendor: FRENCHMANV	FRENCHMAN VALLEY COOP	Check Total:	1,374.12
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
05-01/05-31-21	05/31/2021		FUEL PURCHASES	01 2710 626 000 000	1,374.12	
Check Number: 59855	Check Type: Check	Check Date: 06/14/2021	Vendor: GRANITETEL	GRANITE TELECOMMUNICATIONS	Check Total:	327.10
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
522230863	06/01/2021		TELEPHONE SERVICE. 05.01.21-05.31.21	01 2510 530 000 000	327.10	
Check Number: 59856	Check Type: Check	Check Date: 06/14/2021	Vendor: HOMETOWNH	HOMETOWN HARDWARE	Check Total:	282.19
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
503244	04/06/2021		FLORESCENT BULB	01 2610 610 001 000	89.70	
505948-0001	05/21/2021	9841	Grab bars for ADA compliance, ag shop re	01 2620 720 001 000	110.97	
506282-0001	05/21/2021	9863	Teflon paste, 8 oz.	01 2610 610 000 000	13.99	
506294-0001	05/21/2021	9864	Adaptor, pvc, 2", sprinkler system	01 2610 610 001 000	2.98	

Detail Check Register

Checking Account: 01		GENERAL FUND 01-101				
506294-0001	05/21/2021	9864	Elbow, pvc, 2", sprinkler system	01 2610 610 001 000	2.49	
506294-0001	05/21/2021	9864	Pipe, pvc, 2"X10'	01 2610 610 001 000	18.99	
506723	05/27/2021		NUTS AND BOLTS	01 2610 610 003 000	17.92	
506725	05/27/2021		KITCHEN CAULK	01 2620 720 003 000	4.49	
506770	05/27/2021	9881	Nuts/bolts	01 2610 610 003 000	6.00	
507007	06/01/2021	9882	Adaptor, sprinkler system	01 2610 610 001 000	1.69	
9883	06/02/2021	9883	Couplings, 2", sprinkler system repairs	01 2610 610 001 000	1.98	
9888	06/04/2021	9888	Union, sprinkler system	01 2610 610 001 000	10.99	
Check Number: 59857		Check Type: Check	Check Date: 06/14/2021	Vendor: BLUFFSFACI	IDEAL/BLUFFS FACILITY SOLUTIONS	Check Total: 2,267.30
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
428161	05/11/2021	9814	Paper towel, 800' rolls, 12/cs	01 2610 610 003 000	249.90	
428161	05/11/2021	9814	Shipping	01 2610 610 003 000	3.00	
428162	04/30/2021	9768	Stoko extra heavy duty hand cleaner, 4 l	01 2610 610 001 000	87.71	
428162	04/30/2021	9768	Stripping pads, brown, 20", 5/cs	01 2610 610 001 000	172.20	
428162	04/30/2021	9768	Stride, neutral cleaner, 50.7 oz.	01 2610 610 001 000	169.08	
428162	04/30/2021	9768	Shipping	01 2610 610 001 000	3.00	
428162-1	05/17/2021	9768	i'Shine, wax, gal. 4/cs	01 2610 610 001 000	884.00	
428162-2	05/28/2021	9768	Stride, neutral cleaner, 50.7 oz.	01 2610 610 001 000	169.08	
429056	05/07/2021		CREDIT	01 2610 610 001 000	(106.47)	
429812	05/28/2021	9866	Liners, 40X46, black, 45 gal. 2 mil. 100	01 2610 610 003 000	45.55	
429812	05/28/2021	9866	Husky, tuberculocidal, qt.	01 2610 610 003 000	7.58	
429812	05/28/2021	9866	Paper towel, 800' rolls, 12/cs	01 2610 610 003 000	124.95	
429812	05/28/2021	9866	Bowl swab	01 2610 610 003 000	9.30	
429812	05/28/2021	9866	M95 bowl, 32 oz.	01 2610 610 003 000	6.58	
429812	05/28/2021	9866	Shipping	01 2610 610 003 000	3.00	
429813	05/21/2021	9865	Shipping	01 2610 610 001 000	3.00	
429813	05/21/2021	9865	Liners, 40X46, black, 45 gal. 2 mil. 100	01 2610 610 001 000	182.20	
429813	05/21/2021	9865	Paper towel, 600' rolls, 8/cs.	01 2610 610 001 000	253.64	
Check Number: 59858		Check Type: Check	Check Date: 06/14/2021	Vendor: INSTRUMECO	INSTRUMENTALIST AWARDS LLC	Check Total: 134.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
2101	03/31/2021	9564	Standing order for John Philip Sousa awa	01 1100 610 001 030	61.00	
2101	03/31/2021	9564	SHIPPING	01 1100 610 001 030	6.00	
2101-1	03/31/2021	9803	SHIPPING	01 1100 810 001 032	6.00	
2101-1	03/31/2021	9803	National Choral Award	01 1100 810 001 032	61.00	
Check Number: 59859		Check Type: Check	Check Date: 06/14/2021	Vendor: JOHNSONCON	JOHNSON CONTROLS	Check Total: 7,116.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
YEAR 1 SERV AGREEMEN	06/10/2021	9831	Service agreement, boiler system, year 1	01 2620 340 001 000	7,116.00	
Check Number: 59860		Check Type: Check	Check Date: 06/14/2021	Vendor: KIMBALLAUT	KIMBALL AUTO PARTS CO	Check Total: 134.16

Detail Check Register

Checking Account: 01

GENERAL FUND 01-101

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
216767	05/11/2021		TOOLS	01 2710 610 000 000	9.52
217058	05/17/2021	9840	Drill pump for adding boiler chemical	01 2610 610 001 000	34.99
217841	06/03/2021	9885	Battery for Grasshopper mower	01 2620 610 000 000	107.65
217841	06/03/2021	9885	Core return	01 2620 610 000 000	(18.00)
Check Number: 59861	Check Type: Check	Check Date: 06/14/2021	Vendor: KIMBALLLUN	KIMBALL LUNCH PROGRAM	Check Total: 694.60
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
MAY INVOICES	06/02/2021		ML TESTING	01 2214 610 000 000	323.95
MAY INVOICES	06/02/2021		DISTRICT COFFEE HS	01 2290 890 001 000	20.65
MAY INVOICES	06/02/2021		DISTRICT COFFEE ML	01 2290 890 003 000	39.70
MAY INVOICES	06/02/2021		SUPERVISION MEALS HS	01 2570 291 001 000	74.15
MAY INVOICES	06/02/2021		ML SUPERVISION MEALS	01 2570 291 003 000	162.30
MAY INVOICES	06/02/2021		SUBSTITUTES MEALS HS	01 2570 293 001 000	51.35
MAY INVOICES	06/02/2021		SUBSTITUTES MEALS ML	01 2570 293 003 000	22.50
Check Number: 59862	Check Type: Check	Check Date: 06/14/2021	Vendor: LARSENSJEW	LARSENS JEWELRY STORE	Check Total: 57.18
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
151645-0001	06/01/2021		VAL AND SAL TROPHY ENGRAVING	01 2290 890 001 000	21.90
151645-0001	06/01/2021		ENGRAVING AWARDS	01 2290 890 001 000	35.28
Check Number: 59863	Check Type: Check	Check Date: 06/14/2021	Vendor: MENARDS	MENARDS - SCOTTSBLUFF	Check Total: 59.34
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
32985	05/19/2021	9862	Pine handrail, 8'	01 2620 720 001 000	35.42
32985	05/19/2021	9862	Handrail bracket	01 2620 720 001 000	23.92
Check Number: 59864	Check Type: Check	Check Date: 06/14/2021	Vendor: MILLERJESS	JESSICA MILLER	Check Total: 375.06
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
4th QTR STUD MILEAGE	06/04/2021		4TH QTR STUDENT MILEAGE	01 2710 332 000 000	375.06
Check Number: 59865	Check Type: Check	Check Date: 06/14/2021	Vendor: MOBYMAX	MOBYMAX	Check Total: 3,495.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
244575	04/14/2021	9726	Moby Max	01 1100 640 003 000	3,495.00
Check Number: 59866	Check Type: Check	Check Date: 06/14/2021	Vendor: NATIONALA1	NATIONAL ASSOCIATION FOR MUSIC EDUCATION	Check Total: 270.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
HILES-SMITH DUES	05/10/2021	9810	Music Education Association Membership	01 1100 580 001 030	135.00
HOFFMAN DUES	05/14/2021	9835	NAfME Dues	01 1100 810 001 032	135.00
Check Number: 59867	Check Type: Check	Check Date: 06/14/2021	Vendor: VIAEROWIRE	NE COLORADO CELLULAR, INC	Check Total: 266.25
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
2021-05 IN-0001	06/05/2021		HOT SPOTS	01 2510 530 000 000	266.25

Detail Check Register

Checking Account: 01		GENERAL FUND 01-101					
Check Number: 59868	Check Type: Check	Check Date: 06/14/2021	Vendor: NCSA	NE COUNCIL OF SCHOOL ADMINISTRATORS	Check Total:	1,045.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
CARMELA 2021	06/08/2021		CARMELA-ANNUAL MEMBERSHIP DUES	01 2310 810 000 000	475.00		
TREVOR-2021	06/08/2021		TREVOR ANNUAL MEMBERSHIP DUES	01 2410 810 001 000	285.00		
TREVOR-2021	06/08/2021		TREVOR ANNUAL MEMBERSHIP DUES	01 2410 810 003 000	285.00		
Check Number: 59869	Check Type: Check	Check Date: 06/14/2021	Vendor: NEASSOSCHO	NEBRASKA ASSOCIATION OF SCHOOL BOARDS	Check Total:	620.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
MAY STATEMENT	05/31/2021		LEADERS AND LAW CONFERENCE (4)	01 2310 890 000 000	620.00		
Check Number: 59870	Check Type: Check	Check Date: 06/14/2021	Vendor: NESAFETYCE	NEBRASKA SAFETY CENTER	Check Total:	125.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
57-8775	05/06/2021	9896	Level 2 Course, Lorri Norberg	01 2710 890 000 000	125.00		
Check Number: 59871	Check Type: Check	Check Date: 06/14/2021	Vendor: NESCHTRANS	NEBRASKA SCHOOL TRANSPORTATION ASSOCIATION	Check Total:	350.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
2021-003	05/11/2021	9839	Summer Conference, Kearney	01 2710 890 000 000	175.00		
2021-006	06/01/2021	9870	NSTA Conference, Waylon	01 2710 890 000 000	175.00		
Check Number: 59872	Check Type: Check	Check Date: 06/14/2021	Vendor: NESTFIREMA	NEBRASKA STATE FIRE MARSHALL	Check Total:	216.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
120753	05/19/2021	9846	Boiler inspections, external	01 2620 890 001 000	216.00		
Check Number: 59873	Check Type: Check	Check Date: 06/14/2021	Vendor: NORTHWESTE	NORTHWEST EVALUATION ASSOCIATION	Check Total:	450.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
54027	07/01/2021		MAP GROWTH K-12	01 1100 650 000 000	375.00		
54027	07/01/2021		MAP GROWTH SCIENCE (ADD-ON)	01 1100 650 000 000	75.00		
Check Number: 59874	Check Type: Check	Check Date: 06/14/2021	Vendor: PANHANDLEC	PANHANDLE COOP ASSOCIATION	Check Total:	44.21	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
722783	05/18/2021	9854	ELITE Club Supplies	01 6968 610 003 000	16.66		
722853	06/02/2021	9886	Fruit	01 6968 610 003 000	27.55		
Check Number: 59875	Check Type: Check	Check Date: 06/14/2021	Vendor: PERRYGUTHE	PERRY, GUTHERY, HAASE & GESSFO	Check Total:	399.00	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
223	05/19/2021		LEGAL SERVICES	01 2330 317 000 000	399.00		
Check Number: 59876	Check Type: Check	Check Date: 06/14/2021	Vendor: QUILLCORPO	QUILL CORPORATION	Check Total:	22.99	
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
16550014	05/05/2021	9638	Avery Easy Peel Laser Address Labels, 1"	01 1100 610 003 010	22.99		
Check Number: 59877	Check Type: Check	Check Date: 06/14/2021	Vendor: REALLYGOOD	REALLY GOOD STUFF, LLC	Check Total:	49.44	

Detail Check Register

Checking Account: 01		GENERAL FUND 01-101			
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
7564930	05/11/2021	9791	Counting the Days Pocket Chart	01 1100 610 003 011	29.09
7564930	05/11/2021	9791	Classroom Jobs Bulletin Board	01 1100 610 003 011	7.75
7564930	05/11/2021	9791	Calendar Bulletin Board	01 1100 610 003 011	12.60
Check Number: 59878	Check Type: Check	Check Date: 06/14/2021	Vendor: ROCHESTER1	ROCHESTER 100 INC	Check Total: 576.00
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
INV80836	06/01/2021	9834	School - homework folders	01 1100 733 003 000	576.00
Check Number: 59879	Check Type: Check	Check Date: 06/14/2021	Vendor: ROCKETMATH	ROCKET MATH	Check Total: 586.05
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
43468G	03/31/2021	9811	Rocket Math - 1st grade	01 2410 810 003 000	49.00
50196GAM	06/01/2021	9874	Rocketmath - k-6th grade	01 2410 650 003 000	537.05
Check Number: 59880	Check Type: Check	Check Date: 06/14/2021	Vendor: SAVVASLEAR	SAVVAS LEARNING COMPANY LLC	Check Total: 401.20
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
7027499747	05/27/2021	9851	Textbooks for new Applied Math Course	01 1100 640 001 000	374.95
7027499747	05/27/2021	9851	Shipping and Handling	01 1100 640 001 000	26.25
Check Number: 59881	Check Type: Check	Check Date: 06/14/2021	Vendor: SCHOLASTI3	SCHOLASTIC INC	Check Total: 219.78
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
2021-2022 subscripti	05/20/2021	9852	Scope magazine	01 1100 640 001 000	199.80
2021-2022 subscripti	05/20/2021	9852	Shipping and Handling	01 1100 640 001 000	19.98
Check Number: 59882	Check Type: Check	Check Date: 06/14/2021	Vendor: SCHOLASTIC	SCHOLASTIC LIBRARY PUBLISHING	Check Total: 148.50
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
HOLUCAUST READER	05/20/2021	9853	Holocaust Reader - 9th grade	01 1100 640 001 000	148.50
Check Number: 59883	Check Type: Check	Check Date: 06/14/2021	Vendor: SCHOOLSPEC	SCHOOL SPECIALTY INC.	Check Total: 425.61
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
208127250178	05/11/2021	9658	RULERS	01 1100 610 001 036	25.98
208127250178	05/11/2021	9658	Ticonderoga Original Pencils Coop order	01 1100 610 001 036	23.36
208127250178	05/11/2021	9658	Pale Crepe Gold rubber band #16	01 1100 610 001 036	9.09
208127250178	05/11/2021	9658	Scotch Tape	01 1100 610 001 036	23.20
208127250178	05/11/2021	9658	Vinyl coated paper clip	01 1100 610 001 036	0.77
208127250178	05/11/2021	9658	Graph paper-coop order	01 1100 610 001 036	17.08
208127250178	05/11/2021	9658	INDEX CARDS	01 1100 610 001 036	3.50
208127412124	05/11/2021	9658	Play-Doh	01 1100 610 001 036	13.38
308103745325	05/10/2021	9645	Mikasa Rubber cover playground ball set,	01 1100 733 003 034	109.17
308103745325	05/10/2021	9645	Sportime Max Women's 28 1/2" Basketballs	01 1100 733 003 034	154.56
308103747681	05/14/2021	9618	Post it Notes	01 1200 610 003 902	36.70
308103747681	05/14/2021	9618	Red Mavalus Tape	01 1200 610 003 902	4.41
308103747681	05/14/2021	9618	Blue Mavalus tape	01 1200 610 003 902	4.41

Detail Check Register

Checking Account: 01

GENERAL FUND 01-101

Check Number	Check Type	Check Date	Vendor	STAPLES BUSINESS ADVANTAGE	Check Total
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
59884	Check	06/14/2021	STAPLES		67.62
3475807631		04/30/2021		01 1200 610 003 902	54.02
3477940531-0001		05/26/2021		01 1100 610 003 014	13.60
59885	Check	06/14/2021	STATECHEMI	STATE CHEMICAL MFG CO	246.91
MAY STATEMENT		05/03/2021		01 2610 610 003 000	246.91
59886	Check	06/14/2021	STERLINGCO	STERLING COMPUTERS CORP	2,415.89
0098058		06/07/2021		01 2230 735 000 000	2,415.89
59887	Check	06/14/2021	STRAUCHELE	STRAUCH ELECTRIC, LLC	577.50
4305		06/07/2021		01 2620 340 001 000	577.50
59888	Check	06/14/2021	TWINCITYAU	TWIN CITY AUTO, INC	3,758.41
REPAIR ON 2007 VAN		05/20/2021		01 2710 610 000 000	3,475.56
REPAIR ON 2007 VAN		05/20/2021		01 2710 890 000 000	282.85
59889	Check	06/14/2021	VINCESCORN	VINCE'S CORNER	8.59
5225		06/09/2021		01 2310 890 000 000	8.59
59890	Check	06/14/2021	WESTERNNEO	WESTERN NEBRASKA OBSERVER	384.26
695759		05/06/2021		01 2310 540 000 000	121.13
695920		05/13/2021		01 2310 540 000 000	42.71
695997		05/20/2021		01 2310 540 000 000	160.30
696003		05/20/2021		01 2310 540 000 000	8.44
696163		06/03/2021		01 2310 540 000 000	43.77
696164		06/03/2021		01 2310 540 000 000	7.91
59891	Check	06/14/2021	WPCI	WPCI	35.00
DOT DRUG SCREEN		05/05/2021		01 2710 890 000 000	35.00

*Denotes Expensed Invoice Item

Checking Account ID: 01

Total without Voids: 87,782.55

Detail Check Register

Checking Account: 02

DEPRECIATION FUND 02-101

Check Number: 1225

Check Type: Check

Check Date: 06/14/2021

Vendor: BORDERSTAT

BORDER STATES INDUSTRIES

Check Total:

7,668.00

Invoice Number

Invoice Date

PO Number

Detail Description

Chart of Account Number

Detail Amount

26071224

04/21/2021

9892

LED light project

02 2900 610 000 000

7,668.00

*Denotes Expensed Invoice Item

Checking Account ID: 02

Total without Voids:

7,668.00

Detail Check Register

Checking Account: 05		ACTIVITY FUND 05-101					
<u>Check Number</u>	<u>Check Type</u>	<u>Check Date</u>	<u>Vendor</u>	<u>BSN SPORTS INC</u>	<u>Check Total</u>		
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>		
17920	Check	06/14/2021	BSNSPORTSI	BSN SPORTS INC	383.53		
303759749	05/31/2021		GYM MAT TAPE	05 2900 610 001 100	383.53		
17921	Check	06/14/2021	FLOWERHAVE	FLOWER HAVEN	135.00		
34015	05/14/2021		GRADUATION	05 2900 610 001 321	135.00		
17922	Check	06/14/2021	JOSTENS	JOSTENS	94.50		
26162618-26288730	05/05/2021		CAP AND GOWN	05 2900 610 001 321	47.33		
26162618-26288730	05/05/2021		TASSELS	05 2900 610 001 321	47.17		
17923	Check	06/14/2021	KIMBALLBAK	KIMBALL BAKERY	39.00		
1784	05/06/2021		DONUTS FOR TRACK MEET	05 2900 610 001 100	39.00		
17924	Check	06/14/2021	KIMBALLLUN	KIMBALL LUNCH PROGRAM	269.29		
FFA BANQUE-0001	05/01/2021		FFA BANQUET LABOR	05 2900 610 001 701	220.00		
MAY INVOICES	06/02/2021		SOPHMORE CLASS CONCESSIONS	05 2900 610 001 323	49.29		
17925	Check	06/14/2021	LARSENSJEW	LARSENS JEWELRY STORE	30.00		
151645-0001	06/01/2021		OUTSTANDING ATHLETE	05 2900 610 001 100	30.00		
17926	Check	06/14/2021	LOUSSPORTI	LOU'S SPORTING GOODS	3,881.02		
AAX672641-AX0	05/12/2021		REVERSIBLE JERSEYS JH	05 2900 610 001 100	3,372.00		
AAX783177-AX02	05/14/2021		ELITE GREAT BREAKAWAY GOAL	05 2900 610 001 100	509.02		
17927	Check	06/14/2021	NEFFAASSOC	NEBRASKA FFA ASSOCIATION	360.00		
1009	05/10/2021	9826	Registration	05 2900 610 001 701	360.00		
17928	Check	06/14/2021	PANHANDLEC	PANHANDLE COOP ASSOCIATION	184.78		
722683	04/27/2021		CIVICS CLASS FOOD FOR CLEANUP DAY	05 2900 610 001 759	45.37		
722720/722715	05/15/2021	9817	drink and food	05 2900 610 001 323	174.87		
722720/722715	05/15/2021	9817	credit	05 2900 610 001 323	(46.82)		
722784	05/18/2021		HS HONOR ROLL CERTIFICATES	05 2900 610 001 501	3.58		
722846	06/01/2021		QUARTER AWARDS	05 2900 610 001 501	3.78		
722877	06/07/2021		AWARDS CERTIFICATE	05 2900 610 001 501	4.00		
17929	Check	06/14/2021	PEPSICOLA	PEPSI-COLA OF WESTERN NEBRASKA	121.25		

Detail Check Register

Checking Account: 05

ACTIVITY FUND 05-101

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
5100060188	05/07/2021		CONCESSION STANDS SODA	05 2900 610 001 322	121.25
Check Number: 17930	Check Type: Check	Check Date: 06/14/2021	Vendor: SCHOOLHEA2	SCHOOL HEALTH CORPORATION	Check Total: 146.72
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
5522449	06/14/2021		WILSON YOUTH FOOTBALLS	05 2900 610 001 113	146.72
Check Number: 17931	Check Type: Check	Check Date: 06/14/2021	Vendor: VINCESCORN	VINCE'S CORNER	Check Total: 305.76
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
1018-2921	04/21/2021		QUARTER AWARDS	05 2900 610 001 501	5.76
234183	05/05/2021	9816	pizzas	05 2900 610 001 323	300.00

*Denotes Expensed Invoice Item

Checking Account ID: 05

Total without Voids: 5,950.85

Detail Check Register

Checking Account: 06

SCHOOL NUTRITUION FUND 06-101

Invoice Number	Invoice Date	PO Number	Detail Description	Chart of Account Number	Detail Amount
Check Number: 5897 Check Type: Check Check Date: 06/14/2021 Vendor: CASHWADIST CASH-WA DISTRIBUTING Check Total: 4,835.21					
12903122	05/03/2021		ML FOOD	06 3100 630 003 000	366.20
12908006	05/06/2021		DISTRICT FOOD	06 3100 630 000 000	20.65
12908006	05/06/2021		HS FOOD	06 3100 630 001 000	378.94
12908044	05/06/2021		ML SUPPLIES	06 3100 610 003 000	64.40
12908044	05/06/2021		DISTRICT FOOD	06 3100 630 000 000	19.85
12908044	05/06/2021		ML FOOD	06 3100 630 003 000	1,231.50
12917759	05/13/2021		ML FOOD	06 3100 630 003 000	707.60
12917776	05/13/2021		HS FOOD	06 3100 630 001 000	339.82
12936188	05/27/2021		ML SUPPLIES	06 3100 610 003 000	148.35
12936188	05/27/2021		DISTRICT FOOD	06 3100 630 000 000	19.85
12936188	05/27/2021		ML FOOD	06 3100 630 003 000	1,538.05
Check Number: 5898 Check Type: Check Check Date: 06/14/2021 Vendor: HILANDDAIR HILAND DAIRY FOODS COMPANY, LLC Check Total: 1,108.44					
1713570	05/04/2021		ML MILK DELIVERY	06 3100 630 003 000	234.10
1713571	05/04/2021		HS MILK DELIVERY	06 3100 630 001 000	117.07
1713618	05/07/2021		ML MILK DELIVERY	06 3100 630 003 000	234.10
1713655	05/11/2021		ML MILK DELIVERY	06 3100 630 003 000	133.84
1713656	05/11/2021		HS MILK DELIVERY	06 3100 630 001 000	100.34
1713705	05/14/2021		ML MILK DELIVERY	06 3100 630 003 000	241.96
1713739	05/18/2021		ML MILK DELIVERY	06 3100 630 003 000	200.76
1713740	05/18/2021		HS MILK DELIVERY	06 3100 630 001 000	117.11
1713821	05/25/2021		HS MILK CREDIT	06 3100 630 001 000	(100.39)
CREDIT	05/14/2021		CREDIT ON INVOICES	06 3100 630 000 000	(170.45)
Check Number: 5899 Check Type: Check Check Date: 06/14/2021 Vendor: USFOODSGRA US FOODS - GRAND ISLAND Check Total: 2,153.08					
4835831	05/06/2021		HS FOOD	06 3100 630 001 000	429.93
4835832	05/06/2021		ML SUPPLIES	06 3100 610 003 000	90.90
4835832	05/06/2021		ML FOOD	06 3100 630 003 000	877.20
4979097	05/13/2021		ML FOOD DELIVERY	06 3100 630 003 000	755.05

*Denotes Expensed Invoice Item

Checking Account ID: 06

Total without Voids: 8,096.73

Detail Check Register

Checking Account: 08

BUILDING FUND 08-101

Check Number: 1497	Check Type: Check	Check Date: 06/14/2021	Vendor: HOMETOWNH	HOMETOWN HARDWARE	Check Total:	83.85
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
504538	04/28/2021		STUDENT CENTER	08 4700 720 000 000	8.48	
504643	04/29/2021		STUDENT CENTER	08 4700 720 000 000	10.41	
505440	05/10/2021		STUDENT CENTER	08 4700 720 000 000	28.97	
505544	05/11/2021		STUDENT CENTER	08 4700 720 000 000	35.99	
Check Number: 1498	Check Type: Check	Check Date: 06/14/2021	Vendor: MENARDS	MENARDS - SCOTTSBLUFF	Check Total:	215.66
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>	
31911	05/02/2021		STUDENT CENTER	08 4700 720 000 000	215.66	

*Denotes Expensed Invoice Item

Checking Account ID: 08

Total without Voids: 299.51

Kimball Public Schools
BOARD REPORT OF EXPENDITURES
June 14, 2021

PREPAID

59892 CARD SERVICES 7,243.35

\$7,243.35

REGULAR MONTHLY EXPENSES

59361	ACCO BRANDS USA LLC	128.04
59836	ACT	67.50
59837	AG PARTS EDUCATION	19.95
59838	AKJ EDUCATION	960.03
59839	BAUDVILLE	107.92
59840	BLACK HILLS ENERGY	4,327.87
59841	CAPITAL BUSINESS SYSTEMS, INC.	961.94
59842	CASCADE SCHOOLS SUPPLIES	66.11
59843	CENTURY LINK BUSINESS SERVICES	296.79
59844	EGAN SUPPLY CO	51.60
59846	ESU #7	135.00
59847	CITY OF KIMBALL	11,164.39
59848	COGNIA INC.	1,200.00
59849	COMPUTER INFORMATION CONCEPTS	6,751.00
59850	THE COUNTRY PRINTER	401.00
59851	DAS STATE ACCOUNTING - CENTRAL	464.98
59852	EAKES OFFICE SOLUTIONS	112.07
59853	ECOLAB PEST ELIMINATION DIVISION	119.92
59854	FRENCHMAN VALLEY COOP	1,374.12
59855	GRANITE TELECOMMUNICATIONS	327.10
59856	HOMETOWN HARDWARE	282.19
59857	IDEAL/BLUFFS FACILITY SOLUTIONS	2,267.30
59858	INSTRUMENTALIST AWARDS LLC	134.00
59859	JOHNSON CONTROLS	7,116.00
59860	KIMBALL AUTO PARTS CO	134.16
59861	KIMBALL LUNCH PROGRAM	694.60
59862	LARSENS JEWELRY STORE	57.18
59863	MENARDS - SCOTTSBLUFF	59.34
59864	JESSICA MILLER	375.06
59865	MOBYMAX	3,495.00
59866	NATIONAL ASSOCIATION FOR MUSIC	270.00
59867	NE COLORADO CELLULAR, INC	266.25
59868	NE COUNCIL OF SCHOOL ADMINISTRATORS	1,045.00
59869	NEBRASKA ASSOCIATION OF SCHOOL	620.00
59870	NEBRASKA SAFETY CENTER	125.00

59871	NEBRASKA SCHOOL TRANSPORTATION	350.00
59872	NEBRASKA STATE FIRE MARSHALL	216.00
59873	NORTHWEST EVALUATION ASSOCIATION	450.00
59874	PANHANDLE COOP ASSOCIATION	44.21
59875	PERRY, GUTHERY, HAASE & GESSFO	399.00
59876	QUILL CORPORATION	22.99
59877	REALLY GOOD STUFF, LLC	49.44
59878	ROCHESTER 100 INC	576.00
59879	ROCKET MATH	586.05
59880	SAVVAS LEARNING COMPANY LLC	401.20
59881	SCHOLASTIC INC	219.78
59882	SCHOLASTIC LIBRARY PUBLISHING	148.50
59883	SCHOOL SPECIALTY INC.	425.61
59884	STAPLES BUSINESS ADVANTAGE	67.62
59885	STATE CHEMICAL MFG CO	246.91
59886	STERLING COMPUTERS CORP	2,415.89
59887	STRAUCH ELECTRIC, LLC	577.50
59888	TWIN CITY AUTO, INC	3,758.41
59889	VINCE'S CORNER	8.59
59890	WESTERN NEBRASKA OBSERVER	384.26
59891	WPCI	35.00

\$57,361.37

59845	ESU #13	30,421.18
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\$30,421.18

GENERAL FUND TOTAL

\$95,025.90

5897	CASH-WA DISTRIBUTING	4,835.21
5898	HILAND DAIRY FOODS COMPANY, LLC	1,108.44
5899	US FOODS - GRAND ISLAND	2,153.08

NUTRITION FUND TOTAL

\$8,096.73

1225	BORDER STATES INDUSTRIES	7,668.00
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DEPRICIATION FUND TOTAL

\$7,668.00

1497	HOMETOWN HARDWARE	83.85
1498	MENARDS - SCOTTSBLUFF	215.66

SPECIAL BUILDING FUND TOTAL

\$ 299.51

TOTAL MONTHLY BILLS

\$ 118,333.49

Detail Check Register

Checking Account: 01

GENERAL FUND 01-101

Check Number: 59892	Check Type: Check	Check Date: 06/11/2021	Vendor: CARDSERVI	CARD SERVICES	Check Total: 7,243.35
<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
111-1397748-7744233	05/04/2021	9795	2" ball valve, brass, sprinkler system	01 2610 610 001 000	88.88
111-3798433-6477003	06/11/2021	9765	BULINGNA Stress Relieving Novelty Fidget	01 2120 610 003 000	31.97
111-7301788-0177008	06/11/2021	9795	Cell phone holster	01 2610 610 000 000	10.99
111-8201173-1585050	06/11/2021	9794	Stainless Steel Prep Table	01 1100 733 001 042	1,495.14
111-8201173-1585050	06/11/2021	9794	24" Metal Bar Stools (Set of 4)	01 1100 733 001 042	530.30
111-8896589-1099408	06/11/2021	9765	Special Supplies Therapy Putty for Kids	01 2120 610 003 000	27.90
1113-0052718-2678630	06/11/2021	9793	Teacher Created Writing Paper	01 1100 610 003 011	110.88
1113395514-8503422	06/11/2021	9822	Weight clamps	01 1100 610 001 034	39.97
1113395514-8503422	06/11/2021	9822	Bocce Ball sets	01 1100 610 001 034	119.97
1113395514-8503422	06/11/2021	9822	Junior Footballs	01 1100 610 001 034	71.96
112-.3672474-5438630	04/21/2021	9756	Verify by Charbonneau, Joelle.	01 1100 640 001 024	65.94
112-3426043-0846622	06/11/2021		FRAMES FOR YEARS OF SERVICE AWARDS	01 2320 890 000 000	32.29
112-6331402-9790628	05/04/2021	9738	Emraw Regal Multipurpose Pencil Box - As	01 1100 610 003 009	41.98
112-7110869-8837065	06/11/2021	9738	Creativity Street Wood Set, Assorted 4 P	01 1100 610 003 009	12.79
112-7110869-8837065	06/11/2021	9738	Play Dough Tools for Kids, Various Plast	01 1100 610 003 009	11.99
112-7110869-8837065	06/11/2021	9738	Play-Doh Modeling Compound 36 Pack Case	01 1100 610 003 009	49.98
112-7110869-8837065	06/11/2021	9738	Binder Pencil Pouch with Zipper Pulls, P	01 1100 610 003 009	31.98
112-7110869-8837065	06/11/2021	9738	Dry Erase Lapboards 9 x 12 inch Large	01 1100 610 003 009	24.95
112-7257485-5841052	06/11/2021	9809	Electrode Holder 200A	01 1100 610 001 040	54.09
112-8206749-1457804-	04/30/2021	9757	On-Stage DS7200B Adjustable Desktop Micr	01 1100 610 001 032	50.85
112-8206749-1457804-	04/30/2021	9757	Joy carpets kids essentials	01 1100 610 001 032	371.75
112-9925922-06029062	04/29/2021	9777	Puzzles	01 2410 610 001 000	25.98
112-9925922-06029062	04/29/2021	9777	Candy	01 2410 610 001 000	25.95
1125553115-7549005	06/11/2021	9752	Staples 924529 1-Inch 3-Ring Better Bind	01 1100 733 001 032	440.40
113-3553287-6755414	06/11/2021	9793	Teacher Created Writing Paper	01 1100 610 003 011	50.90
113-5103257-2410652	06/11/2021	9848	3rd grade cart	01 1100 610 003 013	69.00
114-2344594-6547415	06/11/2021	9806	Mipruct Toy Storage & Organization,15 Pa	01 1100 610 003 009	19.98
114-2620936-5194601	05/17/2021	9806	NATIONAL GEOGRAPHIC Play Sand - 12 Lbs o	01 1100 610 003 009	37.99
114-2620936-5194601	05/17/2021	9806	6 Pack Small Ice Tongs Sugar Tongs Food	01 1100 610 003 009	8.99
114-2620936-5194601	05/17/2021	9806	PicassoTiles 100 Piece Set 100pcs Magnet	01 1100 610 003 009	47.99
114-2620936-5194601	05/17/2021	9806	NATIONAL GEOGRAPHIC Glowing Marble Run –	01 1100 610 003 009	37.99
114-2620936-5194601	05/17/2021	9806	U.S. Art Supply 10 Piece Children's No S	01 1100 610 003 009	22.96
114-2620936-5194601	05/17/2021	9806	UPINS 1000PCS Wax Craft Sticks Bendable	01 1100 610 003 009	17.99
114-2620936-5194601	05/17/2021	9806	Washable Dot Markers Kit, Ohuhu 12 Color	01 1100 610 003 009	14.99
114-2620936-5194601	05/17/2021	9806	Command Spring Clips, Quartz, 8-Clips, 1	01 1100 610 003 009	25.24
114-2620936-5194601	05/17/2021	9806	TAZZTOYS KIDS TEEPEE	01 1100 610 003 009	59.45
114-4301753-3651429	05/04/2021	9643	Paper Plates - 300, uncoated,	01 1100 610 003 010	14.99
114-4301753-3651429	05/04/2021	9643	Roochaa Cotton Balls - 200	01 1100 610 003 010	4.99
114-4301753-3651429	05/04/2021	9643	Scotch Thermal Laminating Shee	01 1100 610 003 010	49.44

Detail Check Register

Checking Account: 01

GENERAL FUND 01-101

114-4301753-3651429	05/04/2021	9643	Dry Erase Erasers for Whiteboa	01 1100 610 003 010	12.99
114-4301753-3651429	05/04/2021	9643	Storex Pencil Case - clear, 24	01 1100 610 003 010	69.12
114-4301753-3651429	05/04/2021	9643	Play-Doh Assorted Color Pack -	01 1100 610 003 010	24.99
114-4301753-3651429	05/04/2021	9643	Christmas Pencil Assortment -	01 1100 610 003 010	8.10
114-4301753-3651429	05/04/2021	9643	Pretend Play Food and Accessor	01 1100 610 003 010	49.90
114-4301753-3651429	05/04/2021	9643	OffiClever Computer Ergonomic	01 1100 610 003 010	109.98
114-4301753-3651429	05/04/2021	9643	Dry Erase Surface cleaner	01 1100 610 003 010	26.32
114-4800611-3963455	06/11/2021	9806	Sterilite 16288006 Deep Ultra Basket, Wh	01 1100 610 003 009	49.97
114-6596809-5729026	06/11/2021	9806	Sterilite 16248006 Medium Ultra Basket,	01 1100 610 003 009	79.98
114-6596809-5729026	06/11/2021	9806	STERLITE MEDIUM STACKING BASKET	01 1100 610 003 009	25.99
114-7795030-8681864	06/11/2021	9621	Safety cover for trampoline	01 1200 733 003 902	19.99
114-8606128-9483461	06/11/2021	9806	Solid Color Cotton Linen Round Seat Cush	01 1100 610 003 009	45.22
72102493921470	05/25/2021	9901	Travel for BT trip	01 2410 580 001 905	519.79
72102493921470	05/25/2021	9901	TRAVEL for BT trip	01 2410 580 003 905	519.79
GIFT CERTIFICATES	05/19/2020		GIFT CERTIFICATES FOR YEARS OF SERVICE	01 2320 890 000 000	124.50
GRANT WRITING CONF	05/21/2020		GRANT WRITING CONFERENCE FOR CARMELA	01 2320 810 000 000	350.00
GRANT WRITING CONF-2	05/27/2021		GRANT WRITING CONFERENCE-J-FERG	01 1100 810 001 038	350.00
KINDLE SERVICES	06/11/2021		KINDLE SERVICES	01 2220 890 001 000	3.99
NAFME	06/11/2021		MUSIC EDUCATION DUES	01 1100 810 001 032	135.00
NCTE DUES	06/11/2021	9850	Dues	01 1100 810 001 024	50.00
NCTE DUES	06/11/2021	9850	Voices of the Middle	01 1100 810 001 024	25.00
NWEA INCENTIVES	05/21/2021	9857	NWEA testing Incentives	01 2410 890 003 000	69.90
NWEA TESTING	05/17/2021	9858	NWEA testing Incentives	01 2410 890 003 000	100.97
NWEA TESTING INCE	05/11/2021	9856	NWEA testing incentives	01 2410 890 003 000	57.10
NWEA TESTING INCENT	05/19/2021	9856	NWEA testing incentives	01 2410 890 003 000	162.99

*Denotes Expensed Invoice Item

Checking Account ID: 01

Total without Voids: 7,243.35

Detail Check Register

Checking Account: 05

ACTIVITY FUND 05-101

<u>Invoice Number</u>	<u>Invoice Date</u>	<u>PO Number</u>	<u>Detail Description</u>	<u>Chart of Account Number</u>	<u>Detail Amount</u>
111-1837646-0030606	06/11/2021	9796	Water Tubes (pack of 100)	05 2900 610 001 321	37.47
29243	06/11/2021		STATE FFA ROOMS	05 2900 610 001 701	339.30
COWART AWARDS	05/19/2021		COWART AWARDS	05 2900 610 001 100	56.00
FB COACH SHIRTS	06/11/2021	9736	Coaching shirts	05 2900 610 001 721	126.50
KEN SUPERVISION	05/17/2021		KEN SUPERVISION MEAL	05 2900 610 001 100	8.62
RANCH TRIP	06/11/2021	9788	hotel	05 2900 610 001 235	474.36
RANCH TRIP	06/11/2021	9788	activities	05 2900 610 001 235	587.20
RANCH TRIP	06/11/2021	9788	food	05 2900 610 001 235	602.81
SAN PEDRO FFA	06/11/2021		SAN PEDRO STATE FFA	05 2900 610 001 701	90.00
STATE TICKETS	05/18/2021		STATE TRACK TICKETS	05 2900 610 001 199	45.90
SUMMER WEIGHTS	06/11/2021	9737	UA long sleeve locker tee	05 2900 610 001 721	66.00
SUMMER WEIGHTS	06/11/2021	9737	UA momentum fleece	05 2900 610 001 721	92.95
SUPERVISION	05/07/2021		KEN AND TREVOR SUPERVISION	05 2900 610 001 100	19.11
SUPERVISION OGALL	05/13/2021		KEN AND TREVOR SUPERVISION	05 2900 610 001 100	18.81

*Denotes Expensed Invoice Item

Checking Account ID: 05

Total without Voids: 2,565.03

BOARD BUDGET REPORT OF REVENUES

Acct #	Acct Description	Current Mo	YTD	Budget	% of Budget	Prev Yr Mo	Prev YTD	Prev Budget	Prev % of Budget
0217									
05 1710 0218	HS STUDENT COUNCIL	0.00	186.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0219	NATIONAL HONOR SOCIETY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0220	WOODSHOP PROJECTS	781.55	4,113.08	0.00	0.00	0.00	12,323.64	2,000.00	616.18
05 1710 0222	BACKPACK FOOD PROGRAM	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0225	ONE ACTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0235	THE RANCH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0255	SANTA'S ELVES DONATION FUND	0.00	0.00	15,000.00	0.00	0.00	0.00	1,500.00	0.00
05 1710 0260	HS QUIZ BOWL	0.00	235.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0265	JH QUIZ BOWL	0.00	0.00	500.00	0.00	0.00	250.00	500.00	50.00
05 1710 0270	O'BRIEN READING CABINET	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0313	CLASS OF 2013	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00
05 1710 0317	CLASS OF 2017	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0318	CLASS OF 2018	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0319	CLASS OF 2019	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0320	CLASS OF 2020	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0321	CLASS OF 2021	0.00	0.00	2,500.00	0.00	0.00	17,461.30	16,000.00	109.13
05 1710 0322	CLASS OF 2022	0.00	9,721.78	20,000.00	48.61	0.00	420.50	2,500.00	16.82
05 1710 0323	CLASS OF 2023	0.00	1,397.83	500.00	279.57	0.00	460.00	500.00	92.00
05 1710 0324	ACTIVITIES INCOME	(1,280.00)	(1,274.31)	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0400	GRADE ACTIVITY MISCELLANEOUS	28.30	127.80	1,500.00	8.52	0.00	423.00	1,500.00	28.20
05 1710 0450	JANICEK STOCK MARKET FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0500	HS MISCELLANEOUS FUND	0.00	870.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0502	HS INTEREST EARNED ON ACCOUNT	0.00	49.33	500.00	9.87	10.90	269.54	500.00	53.91
05 1710 0601	BAND ACTIVITY	1,061.50	1,261.50	1,500.00	84.10	0.00	537.65	1,500.00	35.84
05 1710 0602	SCHOOL INSTRUMENT & REPAIRS	0.00	0.00	1,500.00	0.00	0.00	50.00	1,500.00	3.33
05 1710 0603	CHORUS	321.00	351.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0606	SHOW CHOIR UNIFORMS	1,379.00	1,754.00	5,000.00	35.08	0.00	5,276.00	5,000.00	105.52
05 1710 0607	ELEM SHOW CHOIR	0.00	367.00	800.00	45.88	0.00	670.25	750.00	89.37
05 1710 0701	FFA FUND	4,983.00	9,426.40	18,000.00	52.37	0.00	2,703.00	18,000.00	15.02
05 1710 0703	JH CONCESSIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0705	CHEERLEADING FUNDRAISING	4,040.03	4,140.03	25,000.00	16.56	0.00	2,940.00	25,000.00	11.76
05 1710 0707	INTERACT CLUB	0.00	0.00	2,500.00	0.00	0.00	2,076.20	2,500.00	83.05
05 1710 0709	JH STUDENT COUNCIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0711	HS STUCO FUNDRAISER	0.00	0.00	2,000.00	0.00	0.00	158.00	2,000.00	7.90
05 1710 0713	NATIONAL HONOR SOCIETY FUNDRAISER	0.00	0.00	350.00	0.00	0.00	0.00	350.00	0.00
05 1710 0715	XC FUNDRAISING	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00

BOARD BUDGET REPORT OF REVENUES

Acct #	Acct Description	Current Mo	YTD	Budget	% of Budget	Prev Yr Mo	Prev YTD	Prev Budget	Prev % of Budget
05 1710 0717	BOYS GOLF FUNDRAISING	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00
05 1710 0719	GIRLS GOLF FUNDRAISING	200.00	761.00	1,000.00	76.10	0.00	1,539.03	1,000.00	153.90
05 1710 0721	FB FUNDRAISING	411.00	747.00	2,000.00	37.35	0.00	0.00	2,000.00	0.00
05 1710 0723	VOLLEYBALL FUND	617.00	10,398.08	5,000.00	207.96	0.00	11,288.60	5,000.00	225.77
05 1710 0725	BBB FUNDRAISING	730.00	730.00	500.00	146.00	0.00	800.00	500.00	160.00
05 1710 0727	GBB FUNDRAISING	0.00	1,085.00	3,000.00	36.17	0.00	1,801.00	3,000.00	60.03
05 1710 0729	WRESTLING FUNDRAISING	0.00	246.34	750.00	32.85	0.00	652.00	750.00	86.93
05 1710 0731	TRACK FUNDRAISING	0.00	0.00	4,000.00	0.00	0.00	0.00	4,000.00	0.00
05 1710 0735	WEIGHT LIFTING CLUB	200.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0739	STAND	0.00	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0.00
05 1710 0741	ART CLASS PROJECTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0743	MATH CLUB	20.00	20.00	100.00	20.00	0.00	0.00	100.00	0.00
05 1710 0745	SCIENCE CLUB	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0753	SPEECH FUNDRAISING	0.00	1,804.74	250.00	721.90	0.00	176.00	250.00	70.40
05 1710 0755	ONE ACT FUNDRAISING	0.00	0.00	1,000.00	0.00	0.00	404.00	1,000.00	40.40
05 1710 0757	LONGHORNS COMMITTED	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0759	CIVICS FUNDRAISER	438.80	5,647.83	0.00	0.00	0.00	702.95	0.00	0.00
05 1710 0761	KIMBALL PREVENTION COALITION	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0762	EDUCATION QUEST	0.00	(122.78)	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0763	TOM SOUTHARD MEMORIAL	250.00	2,210.00	0.00	0.00	0.00	0.00	0.00	0.00
05 1710 0999	SCHOLARSHIP INCOME	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
05 5200	TRANSFERS FROM OTHER FUNDS	0.00	0.00	75,000.00	0.00	0.00	0.00	0.00	0.00
		<u>14,726.18</u>	<u>73,523.51</u>	<u>268,500.00</u>	<u>27.38</u>	<u>10.90</u>	<u>83,904.74</u>	<u>171,150.00</u>	<u>49.02</u>
05	ACTIVITIES	14,726.18	73,523.51	268,500.00	27.38	10.90	83,904.74	171,150.00	49.02
06	SCHOOL NUTRITION								
06 1611	STUDENT LUNCHES	0.00	20,510.53	77,750.00	26.38	3,384.29	65,598.13	75,000.00	87.46
06 1612	STUDENT BREAKFASTS	0.00	0.00	9,000.00	0.00	0.00	5,342.75	8,000.00	66.78
06 1613	SPECIAL MILK PROGRAM	0.00	0.00	500.00	0.00	0.00	154.10	500.00	30.82
06 1620	FOOD PROGRAM ADULT RECEIPTS	0.00	741.77	37,750.00	1.96	0.00	28,869.85	35,000.00	82.49
06 1990	OTHER LOCAL RECEIPTS	4,954.62	26,237.67	0.00	0.00	0.00	0.00	1,000.00	0.00
06 3150	SCHOOL LUNCH-STATE SHARE	29,037.77	188,807.66	130,000.00	145.24	1,461.08	82,939.37	150,000.00	55.29
06 3990	OTHER STATE RECEIPTS	0.00	28,022.12	0.00	0.00	0.00	0.00	0.00	0.00
06 4210	SCHOOL LUNCH (FED ONLY)	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00
06 5200	TRANSFERS FROM OTHER FUNDS	0.00	15,000.00	5,000.00	300.00	0.00	45,000.00	88,433.64	50.89
		<u>33,992.39</u>	<u>279,319.75</u>	<u>261,000.00</u>	<u>107.02</u>	<u>4,845.37</u>	<u>227,904.20</u>	<u>357,933.64</u>	<u>63.67</u>
06	SCHOOL NUTRITION	33,992.39	279,319.75	261,000.00	107.02	4,845.37	227,904.20	357,933.64	63.67
08	SPECIAL BUILDING FUND								
08 1100	PROPERTY TAXES	31,707.38	105,863.94	105,730.00	100.13	46,790.34	129,757.21	148,500.00	87.38
08 1115	CARLINE TAXES	431.49	431.49	0.00	0.00	541.56	661.73	900.00	73.53
08 1140	PROP TAXES PENALTIES & INTEREST	4.72	553.49	0.00	0.00	15.43	679.87	500.00	135.97
08 1510	INTEREST ON LOCAL REV RECEIPTS	48.40	1,913.65	0.00	0.00	282.18	2,947.93	5,000.00	58.96
08 1920	CONTRIBUTIONS/DONATIONS PRIVATE	0.00	1,280.00	0.00	0.00	0.00	2,500.00	0.00	0.00
08 3130	HOMESTEAD ALLOCATION	273.91	821.73	0.00	0.00	363.27	1,081.68	0.00	0.00
08 3131	PROPERTY TAX CREDIT	2,855.32	5,710.64	0.00	0.00	4,086.28	8,446.29	0.00	0.00

BOARD BUDGET REPORT OF REVENUES

Acct #	Acct Description	Current Mo	YTD	Budget	% of Budget	Prev Yr Mo	Prev YTD	Prev Budget	Prev % of Budget
08 3132	PROP TAX CREDIT-RAILROADS/PUBLIC SERVICE	0.00	0.00	0.00	0.00	0.00	937.39	0.00	0.00
08 3133	NAMEPLATE CAPACITY TAX	1,174.23	1,174.23	0.00	0.00	1,608.77	1,608.77	0.00	0.00
08 3134	PERS PROP PUB SERV & RR	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
08 3180	PRO-RATA MOTOR VEHICLE	94.47	335.18	0.00	0.00	163.50	232.94	250.00	93.18
		<u>36,589.92</u>	<u>118,084.35</u>	<u>105,730.00</u>	<u>111.68</u>	<u>53,851.33</u>	<u>148,853.81</u>	<u>155,150.00</u>	<u>95.94</u>
08	SPECIAL BUILDING FUND	<u>36,589.92</u>	<u>118,084.35</u>	<u>105,730.00</u>	<u>111.68</u>	<u>53,851.33</u>	<u>148,853.81</u>	<u>155,150.00</u>	<u>95.94</u>
Grand Total:		<u>2,141,029.60</u>	<u>7,181,518.39</u>	<u>8,336,263.00</u>	<u>86.15</u>	<u>2,204,624.70</u>	<u>7,006,896.81</u>	<u>8,166,819.78</u>	<u>85.80</u>

BOARD BUDGET REPORT OF EXPENSES

Object #		Current Mo	YTD	Budget	% of Budget	Prev Yr Mo	Prev YTD	Prev Budget	Prev % of Budget
01	GENERAL FUND								
000	AMT ABSORB UNUSED BUDGET AUTH	0.00	0.00	1,368,197.00	0.00	0.00	0.00	1,676,535.72	0.00
105	EXECUTIVE ADMINISTRATION SALARIES	9,166.67	82,500.03	160,680.00	51.34	11,666.67	105,000.03	156,000.00	67.31
110	SALARIES NON-INSTRUCTIONAL	31,953.88	298,767.19	419,210.00	71.27	31,636.26	322,918.07	438,000.00	73.73
111	SALARIES TEACHERS/PROF STAFF	203,224.53	1,806,555.59	2,693,847.10	67.06	207,852.21	1,878,345.23	2,542,570.00	73.88
112	SALARIES PARAS	24,344.89	233,090.53	335,975.05	69.38	25,640.16	228,567.23	321,335.00	71.13
114	SALARIES DIRECTOR	2,221.00	16,814.06	18,797.50	89.45	1,918.75	18,598.75	18,250.00	101.91
116	SALARIES PROFESSIONAL NON-CERTIFIED	13,273.88	119,264.26	177,675.00	67.12	9,622.71	122,753.43	172,500.00	71.16
120	SUBSTITUTE NON-INSTRUCTIONAL	0.00	0.00	0.00	0.00	0.00	93.00	0.00	0.00
122	SUBSTITUTES PARAS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
123	SUBSTITUTES SALARIES - TEACHERS	3,425.00	54,975.85	62,830.00	87.50	0.00	30,938.28	61,000.00	50.72
126	SUBSTITUTES SALARIES - PROFESSIONAL	0.00	0.00	1,545.00	0.00	0.00	0.00	1,500.00	0.00
130	OVERTIME NON-INSTRUCTIONAL	270.39	1,165.77	3,500.00	33.31	89.70	2,305.17	3,500.00	65.86
132	OVERTIME PARAS	0.00	0.22	1,500.00	0.01	0.00	1,405.25	0.00	0.00
150	ADDITIONAL COMP NON-INSTRUCTIONAL	706.00	15,006.00	15,450.00	97.13	3,044.63	12,457.67	15,000.00	83.05
151	ADDITIONAL COMP TEACHERS/PROF STAFF	38,605.51	124,860.61	159,650.00	78.21	28,227.73	123,251.57	155,000.00	79.52
152	ADDITIONAL COMP PARAS	232.38	2,091.42	5,150.00	40.61	194.15	1,747.35	5,000.00	34.95
210	GROUP INSURANCE NON-INSTRUCTIONAL	6,853.41	66,129.98	85,886.55	77.00	5,863.44	54,015.73	83,385.00	64.78
211	GROUP INSURANCE TEACHERS/PROF STAFF	54,750.61	490,327.88	822,164.00	59.64	54,102.13	483,283.99	741,300.00	65.19
212	GROUP INSURANCE PARAS	33.39	307.28	599.55	51.25	41.48	1,420.75	485.00	292.94
214	GROUP INSURANCE DIRECTOR	0.00	0.00	5.00	0.00	0.00	2.90	0.00	0.00
215	GROUP INSURANCE SUPERINTENDENT	1,865.24	16,156.63	20,260.83	79.74	2.90	26.10	35.00	74.57
216	GROUP INSURANCE PROFESSIONAL NONCERTIFIE	5,649.47	51,461.01	53,663.00	95.90	4,087.27	36,785.43	52,100.00	70.61
220	SOCIAL SECURITY NON-INSTRUCTIONAL	2,296.70	21,925.72	35,744.16	61.34	2,450.24	24,045.92	34,704.50	69.29
221	SOCIAL SECURITY TEACHERS/PROF STAFF	17,907.48	143,211.59	206,141.82	69.47	17,533.06	148,371.59	194,806.61	76.16
222	SOCIAL SECURITY PARAS	1,806.61	17,195.37	25,319.61	67.91	1,896.90	16,690.75	24,582.12	67.90
223	SOCIAL SECURITY SUB TEACHERS	262.03	4,205.80	4,806.51	87.50	0.00	2,366.86	4,666.50	50.72
224	SOCIAL SECURITY DIRECTOR	169.91	1,282.87	1,438.01	89.21	146.78	1,422.84	1,396.13	101.91
225	SOCIAL SECURITY SUPERINTENDENT	697.14	6,274.26	12,292.02	51.04	886.94	7,258.34	11,934.00	60.82
226	SOCIAL SECURITY PROFESSIONAL/NONCERTIFIE	986.67	8,864.68	13,592.14	65.22	712.47	9,182.69	13,196.25	69.59
229	SOCIAL SECURITY EARLY RETIREMENT	0.00	4,590.00	0.00	0.00	0.00	0.00	0.00	0.00
230	RETIREMENT NON-INSTRUCTIONAL	3,106.89	29,157.35	44,612.70	65.36	3,434.58	32,278.39	43,314.77	74.52
231	RETIREMENT TEACHERS/PROF STAFF	23,722.38	189,565.69	265,008.36	71.53	23,319.51	197,336.71	250,018.31	78.93
232	RETIREMENT PARAS	2,423.91	21,767.16	31,980.86	68.06	2,463.19	22,401.46	31,049.38	72.15
234	RETIREMENT DIRECTOR	105.97	375.22	1,856.78	20.21	0.00	0.00	1,802.70	0.00
235	RETIREMENT SUPERINTENDENT	905.47	8,149.23	15,871.65	51.34	1,152.41	10,371.69	15,409.37	67.31
236	RETIREMENT PROFESSIONAL NONCERTIFIED	1,311.16	11,610.73	17,550.39	66.16	950.52	12,125.40	17,039.20	71.16
237	INCREASED RETIREMENT CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
239	EARLY RETIREMENT	0.00	60,000.00	60,000.00	100.00	0.00	64,590.00	60,000.00	107.65
270	WORKERS COMP NON-INSTRUCTIONAL	0.00	6,989.00	11,330.00	61.69	0.00	10,161.00	11,000.00	92.37
271	WORKMEN'S COMP TEACHERS/PROF STAFF	0.00	18,976.00	16,000.00	118.60	0.00	11,764.00	16,000.00	73.53
280	HEALTH BENEFIT PAID NON-INSTRUCTIONAL	320.76	2,886.84	2,454.00	117.64	299.85	2,205.94	2,400.00	91.91
281	HEALTH BENEFIT PAID TEACHERS/PROF STAFF	2,839.36	26,569.87	42,246.50	62.89	2,443.81	20,042.35	38,500.00	52.06
286	HEALTH BENEFIT PAID PROF NON-CERTIFIED	0.00	0.00	1,236.00	0.00	94.95	847.51	1,200.00	70.63
291	OTHER BENEFITS TEACHERS/PROF STAFF	580.65	5,003.30	10,500.00	47.65	(210.03)	5,406.02	10,000.00	54.06
293	OTHER BENEFITS SUBSTITUTES	89.25	741.75	1,000.00	74.18	0.00	562.15	1,000.00	56.22
315	AUDIT	0.00	15,517.00	27,000.00	57.47	0.00	16,324.76	22,000.00	74.20
317	LEGAL SERVICES	573.00	12,958.80	30,000.00	75.79	64.00	21,753.04	20,000.00	108.77
320	PROFESSIONAL SERVICES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
330	EMPLOYEE TRAINING/PROF DEVELOPMENT	94.50	20,054.00	11,824.00	169.60	0.00	14,041.58	11,300.00	124.26
332	MILEAGE TO PARENTS	383.04	1,054.94	11,000.00	12.64	0.00	996.87	6,000.00	16.61
340	OTHER PROFESSIONAL SERVICES	1,906.68	45,700.76	31,750.00	190.81	1,867.96	53,153.46	31,750.00	167.41
350	Technical services	0.00	2,125.65	0.00	0.00	0.00	0.00	0.00	0.00
382	REIMBURSIBLE DISTANCE LEARNING	1,197.00	8,400.25	8,000.00	105.00	529.32	2,513.88	6,000.00	41.90
410	WATER AND SEWER	1,947.11	20,124.26	30,000.00	75.05	1,348.82	16,685.63	26,000.00	64.18
420	CLEANING SERVICES	0.00	0.00	22,196.00	0.00	0.00	0.00	0.00	0.00
490	ASBESTOS ABATEMENT	0.00	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0.00

BOARD BUDGET REPORT OF EXPENSES

Object #	Current Mo	YTD	Budget	% of Budget	Prev Yr Mo	Prev YTD	Prev Budget	Prev % of Budget	
520	INSURANCE OTHER THAN EMPLOYEE BENEFITS	0.00	38,757.82	65,000.00	59.63	0.00	50,865.78	65,000.00	78.26
521	FIDELITY BOND PREMIUMS	0.00	250.00	250.00	100.00	0.00	250.00	250.00	100.00
530	TELEPHONE	1,599.73	18,682.18	36,000.00	54.22	2,957.01	19,889.18	36,000.00	55.25
531	POSTAGE	0.00	193.55	5,000.00	3.87	70.30	2,059.55	5,000.00	41.19
540	ADVERTISING AND PRINTING	318.09	4,609.12	6,500.00	70.91	0.00	2,801.67	6,000.00	46.69
561	TUITION PAID TO OTHER DISTRICTS	3,534.30	35,715.65	47,600.00	75.03	9,463.40	67,615.52	47,600.00	142.05
569	TUITION OTHER (OUT OF STATE)	0.00	0.00	10,000.00	0.00	0.00	570.00	10,000.00	5.70
580	TRAVEL EXPENSE AND MILEAGE	132.75	913.29	53,650.00	1.70	6.70	19,851.80	49,150.00	40.39
591	ESU - MIPS CLERICAL	17,070.58	143,073.39	225,135.00	63.55	14,927.10	139,161.13	217,600.00	63.95
610	SUPPLIES	11,029.49	103,878.26	266,949.91	42.78	8,165.94	141,951.49	232,450.00	61.07
621	NATURAL GAS	14,447.93	124,991.99	207,000.00	65.40	12,952.92	126,309.97	207,000.00	61.02
626	GAS AND OIL	5,678.12	27,223.56	50,000.00	55.95	1,657.21	30,040.34	46,000.00	65.31
640	TEXTBOOKS	26,008.13	62,390.77	88,050.00	75.21	0.00	55,708.74	88,050.00	63.27
642	AUDIO-VISUAL MATERIALS	0.00	181.50	0.00	0.00	0.00	0.00	0.00	0.00
643	WEB/CLOUD BASED SOFTWARE	0.00	12,070.00	0.00	0.00	0.00	0.00	0.00	0.00
650	SUPPLIES-TECHNOLOGY RELATED	(56.00)	5,268.90	63,825.00	8.26	6,769.00	26,924.16	28,300.00	95.14
720	BUILDINGS AND IMPROVEMENTS	96.31	28,477.31	20,000.00	218.56	2,067.70	18,186.70	20,000.00	90.93
732	VEHICLE ACQUISITION	0.00	0.00	200,000.00	0.00	0.00	0.00	200,000.00	0.00
733	FURNITURE AND EQUIPMENT	4,995.86	24,349.93	98,300.00	30.40	1,115.14	3,136.95	98,300.00	3.19
734	COMPUTER EQUIPMENT (HARDWARE)	19,836.00	36,644.73	7,500.00	1,184.68	0.00	7,564.47	5,000.00	151.29
735	COMPUTER SOFTWARE	0.00	18,187.01	24,000.00	75.78	3,000.00	15,505.75	21,500.00	72.12
805	DEBT SERVICE (CLEAN HARBORS)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
807	REVALUATION OF TAXABLE PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
810	DUES AND FEES	235.00	8,175.00	18,750.00	44.00	1,200.00	10,960.00	16,250.00	67.45
890	OTHER MISC OBJECTS	7,413.83	26,120.01	68,350.00	50.96	4,553.14	21,838.65	64,300.00	33.96
912	TRANSFERS TO LUNCH FROM GEN FD	0.00	15,000.00	175,000.00	8.57	0.00	45,000.00	90,000.00	50.00
913	TRANSFERS TO ACTIVITY ACCOUNTS	0.00	0.00	75,000.00	0.00	0.00	0.00	75,000.00	0.00
01	GENERAL FUND	574,550.04	4,829,906.37	9,212,197.00	53.90	514,281.03	4,955,008.61	8,980,315.56	55.18
02	DEPRECIATION FUND								
450	CONSTRUCTION SERVICES	0.00	0.00	400,000.00	0.00	0.00	11,545.14	508,785.55	2.27
610	SUPPLIES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
733	FURNITURE AND EQUIPMENT	0.00	7,472.12	126,975.00	44.20	0.00	53,731.18	205,000.00	26.21
02	DEPRECIATION FUND	0.00	7,472.12	526,975.00	10.65	0.00	65,276.32	713,785.55	9.15
05	ACTIVITIES								
610	SUPPLIES	11,968.51	360,343.89	424,145.00	89.70	5,175.37	125,860.49	381,060.00	33.03
05	ACTIVITIES	11,968.51	360,343.89	424,145.00	89.70	5,175.37	125,860.49	381,060.00	33.03
06	SCHOOL NUTRITION								
110	SALARIES NON-INSTRUCTIONAL	8,564.54	80,712.28	124,630.00	64.76	8,833.30	78,858.30	121,000.00	65.17
120	SUBSTITUTE NON-INSTRUCTIONAL	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	0.00
130	OVERTIME NON-INSTRUCTIONAL	0.00	0.00	100.00	0.00	0.00	32.25	0.00	0.00
210	GROUP INSURANCE NON-INSTRUCTIONAL	721.88	6,373.95	8,471.75	75.24	680.10	6,115.15	8,225.00	74.35
211	GROUP INSURANCE TEACHERS/PROF STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
220	SOCIAL SECURITY NON-INSTRUCTIONAL	651.35	6,038.70	9,534.21	63.34	675.75	5,982.90	9,256.50	64.63
221	SOCIAL SECURITY TEACHERS/PROF STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230	RETIREMENT NON-INSTRUCTIONAL	651.16	6,387.96	12,310.70	51.89	798.84	7,148.38	11,952.15	59.81
231	RETIREMENT TEACHERS/PROF STAFF	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
261	UNEMPLOYMENT TEACHER/PROF STAFF	0.00	0.00	3,000.00	0.00	0.00	0.00	5,000.00	0.00
270	WORKERS COMP NON-INSTRUCTIONAL	0.00	0.00	4,000.00	0.00	0.00	3,821.00	4,000.00	95.53
340	OTHER PROFESSIONAL SERVICES	248.27	248.27	5,000.00	4.97	0.00	178.14	10,000.00	1.78
610	SUPPLIES	965.15	10,199.69	11,000.00	92.72	839.36	7,766.76	11,000.00	70.61
630	FOOD	19,546.68	143,799.81	162,241.35	88.63	7,956.78	141,995.90	170,000.00	83.53
733	FURNITURE AND EQUIPMENT	0.00	0.00	3,000.00	0.00	0.00	347.62	5,000.00	6.95
890	OTHER MISC OBJECTS	119.92	719.52	1,000.00	71.95	0.70	191.09	1,000.00	19.11
06	SCHOOL NUTRITION	31,468.95	254,480.18	345,788.01	73.59	19,784.83	252,437.49	357,933.65	70.53
08	SPECIAL BUILDING FUND								
720	BUILDINGS AND IMPROVEMENTS	239.02	11,715.31	669,241.00	7.59	0.00	205,617.91	550,231.47	37.37
733	FURNITURE AND EQUIPMENT	0.00	0.00	0.00	0.00	0.00	5,649.54	0.00	0.00
08	SPECIAL BUILDING FUND	239.02	11,715.31	669,241.00	7.59	0.00	211,267.45	550,231.47	38.40
Grand Total:	618,226.52	5,463,917.87	11,178,346.01	51.05	539,241.23	5,609,850.36	10,983,326.23	51.08	

<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	FUND BALANCE	(122.78)	0.00	0.00	0.00	(122.78)
05 704 0100	ATHLETIC FUND	(24,287.04)	4,333.55	0.00	0.00	(28,620.59)
05 704 0101	ACTIVITY TICKETS	3,468.40	0.00	0.00	0.00	3,468.40
05 704 0109	UNIFORMS	(530.90)	0.00	0.00	0.00	(530.90)
05 704 0110	FB GATE RECEIPTS	5,660.00	0.00	0.00	0.00	5,660.00
05 704 0111	FB OFFICIALS	(5,144.20)	0.00	0.00	0.00	(5,144.20)
05 704 0112	FB TRAVEL	(258.00)	0.00	0.00	0.00	(258.00)
05 704 0113	FB SUPPLIES/EQUIP/MISC	(7,165.60)	146.72	0.00	0.00	(7,312.32)
05 704 0120	VB GATE RECEIPTS	5,681.76	0.00	0.00	0.00	5,681.76
05 704 0121	VB OFFICIALS	(3,907.00)	0.00	0.00	0.00	(3,907.00)
05 704 0122	VB TRAVEL	(51.96)	0.00	0.00	0.00	(51.96)
05 704 0123	VB SUPPLIES/EQUIP/MISC	(1,503.89)	0.00	0.00	0.00	(1,503.89)
05 704 0130	XC ENTRY FEES	330.00	0.00	0.00	0.00	330.00
05 704 0133	XC SUPPLIES/EQUIP/MISC	(235.40)	0.00	0.00	0.00	(235.40)
05 704 0137	CHEERLEADING TRAVEL	(1,537.80)	0.00	0.00	0.00	(1,537.80)
05 704 0138	CHEERLEADING SUPPLIES/EQUIP/MISC	(1,119.55)	0.00	0.00	0.00	(1,119.55)
05 704 0140	BBB/GBB GATE RECEIPTS	8,275.97	0.00	0.00	0.00	8,275.97
05 704 0141	BBB/GBB OFFICIALS	(10,721.53)	0.00	0.00	0.00	(10,721.53)
05 704 0142	BBB TRAVEL	(161.00)	0.00	0.00	0.00	(161.00)
05 704 0143	BBB SUPPLIES/EQUIP/MISC	(1,246.35)	0.00	0.00	0.00	(1,246.35)
05 704 0147	GBB TRAVEL	(161.00)	0.00	0.00	0.00	(161.00)
05 704 0148	GBB SUPPLIES/EQUIP/MISC	(1,701.04)	0.00	0.00	0.00	(1,701.04)
05 704 0150	WR GATE RECEIPTS	176.00	0.00	0.00	0.00	176.00
05 704 0151	WR OFFICIALS	(900.00)	0.00	0.00	0.00	(900.00)
05 704 0152	WR TRAVEL	(1,953.68)	0.00	0.00	0.00	(1,953.68)
05 704 0153	WR SUPPLIES/EQUIP/MISC	(2,223.04)	0.00	0.00	0.00	(2,223.04)
05 704 0161	TR OFFICIALS	(360.00)	0.00	0.00	0.00	(360.00)
05 704 0162	TR TRAVEL	(999.00)	0.00	0.00	0.00	(999.00)
05 704 0163	TR SUPPLIES/EQUIP/MISC	(2,560.02)	0.00	0.00	0.00	(2,560.02)
05 704 0170	BOYS GOLF ENTRY FEES	(90.00)	0.00	0.00	0.00	(90.00)
05 704 0173	BOYS GOLF SUPPLIES/EQUIP/MISC	(1,539.49)	0.00	0.00	0.00	(1,539.49)
05 704 0176	GIRLS GOLF ENTRY FEES	(1,218.75)	0.00	0.00	0.00	(1,218.75)
05 704 0177	GIRLS GOLF TRAVEL	(676.00)	0.00	0.00	0.00	(676.00)
05 704 0178	GIRLS GOLF SUPPLIES/EQUIP/MISC	(1,336.70)	0.00	0.00	0.00	(1,336.70)
05 704 0180	JH FOOTBALL	(144.70)	0.00	0.00	0.00	(144.70)
05 704 0181	JH VOLLEYBALL	512.01	0.00	0.00	0.00	512.01
05 704 0182	JH BASKETBALL	87.25	0.00	0.00	0.00	87.25
05 704 0183	JH WRESTLING	(246.91)	0.00	0.00	0.00	(246.91)

<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 0184	JH TRACK	(167.14)	0.00	0.00	0.00	(167.14)
05 704 0198	RANDOM DRUG TESTING	(2,174.64)	0.00	0.00	0.00	(2,174.64)
05 704 0199	STATE/NATIONAL EXPENSES	(10,551.39)	0.00	0.00	0.00	(10,551.39)
05 704 0201	TRANSFER ACCOUNT	(5.10)	0.00	0.00	0.00	(5.10)
05 704 0202	YEARBOOK	(3,565.88)	0.00	0.00	0.00	(3,565.88)
05 704 0203	VO AG PROJECT MATERIALS	89.04	0.00	0.00	0.00	89.04
05 704 0204	AG EQUIPMENT FUND	500.00	0.00	0.00	0.00	500.00
05 704 0205	FFA PLASMACAM FUND	3,047.33	0.00	0.00	0.00	3,047.33
05 704 0206	SPECIAL EDUCATION	38.61	0.00	0.00	0.00	38.61
05 704 0207	JR CLASS CONCESSION EQUIP FUND	1,854.55	0.00	0.00	0.00	1,854.55
05 704 0208	FACILITY USE	430.00	0.00	0.00	0.00	430.00
05 704 0209	POP FUND	(76.80)	0.00	0.00	0.00	(76.80)
05 704 0210	PADLOCK DEPOSITS	781.41	0.00	0.00	0.00	781.41
05 704 0211	BOOK FINES/FEES	2,005.01	0.00	0.00	0.00	2,005.01
05 704 0215	SPEECH	(3,808.73)	0.00	0.00	0.00	(3,808.73)
05 704 0216	WORLD STRIDES TRIP FUND	12.38	0.00	0.00	0.00	12.38
05 704 0218	HS STUDENT COUNCIL	(961.52)	0.00	0.00	0.00	(961.52)
05 704 0219	NATIONAL HONOR SOCIETY	(955.25)	0.00	0.00	0.00	(955.25)
05 704 0220	WOODSHOP PROJECTS	2,025.39	0.00	0.00	0.00	2,025.39
05 704 0222	BACKPACK FOOD PROGRAM	520.16	0.00	0.00	0.00	520.16
05 704 0225	ONE ACTS	(765.68)	0.00	0.00	0.00	(765.68)
05 704 0230	MILK BREAK	559.90	0.00	0.00	0.00	559.90
05 704 0235	THE RANCH	(700.00)	0.00	0.00	0.00	(700.00)
05 704 0240	PALS MENTORING	1,446.08	0.00	0.00	0.00	1,446.08
05 704 0245	HEALTH & WELLNESS FUND	3,463.67	0.00	0.00	0.00	3,463.67
05 704 0250	DISTRICT PROJECT FUND	8,230.19	0.00	0.00	0.00	8,230.19
05 704 0255	SANTA'S ELVES DONATION FUND	62.20	0.00	0.00	0.00	62.20
05 704 0260	HS QUIZ BOWL	124.10	0.00	0.00	0.00	124.10
05 704 0265	JH QUIZ BOWL	1,028.12	0.00	0.00	0.00	1,028.12
05 704 0270	O'BRIEN READING CABINET	941.31	0.00	0.00	0.00	941.31
05 704 0316	CLASS OF 2016	608.32	0.00	0.00	0.00	608.32
05 704 0317	CLASS OF 2017	1,509.60	0.00	0.00	0.00	1,509.60
05 704 0318	CLASS OF 2018	1,090.49	0.00	0.00	0.00	1,090.49
05 704 0319	CLASS OF 2019	162.52	0.00	0.00	0.00	162.52
05 704 0320	CLASS OF 2020	28.68	0.00	0.00	0.00	28.68
05 704 0321	CLASS OF 2021	(146.73)	229.50	0.00	0.00	(376.23)
05 704 0322	CLASS OF 2022	4,477.14	121.25	0.00	0.00	4,355.89
05 704 0323	CLASS OF 2023	913.82	477.34	0.00	0.00	436.48

<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 0324	CLASS OF 2024	(1,274.31)	0.00	0.00	0.00	(1,274.31)
05 704 0400	GRADE ACTIVITY MISCELLANEOUS	15,299.58	0.00	0.00	0.00	15,299.58
05 704 0410	GRADE ACTIVITY LEADERSHIP FUND	121.85	0.00	0.00	0.00	121.85
05 704 0420	GRADE ACTIVITY SPECIAL EDUCATION	323.63	0.00	0.00	0.00	323.63
05 704 0450	JANICEK STOCK MARKET FUNDRAISER	650.10	0.00	0.00	0.00	650.10
05 704 0500	HS MISCELLANEOUS FUND	18,694.75	0.00	0.00	0.00	18,694.75
05 704 0501	HS HONOR ROLL CERTIFICATES	(489.80)	17.12	0.00	0.00	(506.92)
05 704 0502	HS INTEREST EARNED ON ACCOUNT	15,223.31	0.00	0.00	0.00	15,223.31
05 704 0601	BAND ACTIVITY	1,484.93	0.00	0.00	0.00	1,484.93
05 704 0602	SCHOOL INSTRUMENT & REPAIRS	2,343.46	0.00	0.00	0.00	2,343.46
05 704 0603	CHORUS	643.14	0.00	0.00	0.00	643.14
05 704 0605	MUSICAL PRODUCTIONS	2,195.15	0.00	0.00	0.00	2,195.15
05 704 0606	SHOW CHOIR UNIFORMS	2,039.12	0.00	0.00	0.00	2,039.12
05 704 0607	ELEM SHOW CHOIR	326.74	0.00	0.00	0.00	326.74
05 704 0701	FFA FUND	13,931.88	580.00	0.00	0.00	13,351.88
05 704 0703	JH CONCESSIONS	200.00	0.00	0.00	0.00	200.00
05 704 0705	CHEERLEADING FUNDRAISING	9,434.48	0.00	0.00	0.00	9,434.48
05 704 0707	INTERACT CLUB	567.92	0.00	0.00	0.00	567.92
05 704 0709	JH STUDENT COUNCIL	696.71	0.00	0.00	0.00	696.71
05 704 0711	HS STUCO FUNDRAISER	1,275.74	0.00	0.00	0.00	1,275.74
05 704 0713	NATIONAL HONOR SOCIETY FUNDRAISER	54.00	0.00	0.00	0.00	54.00
05 704 0715	XC FUNDRAISING	276.35	0.00	0.00	0.00	276.35
05 704 0717	BOYS GOLF FUNDRAISING	12.34	0.00	0.00	0.00	12.34
05 704 0719	GIRLS GOLF FUNDRAISING	3,420.97	0.00	0.00	0.00	3,420.97
05 704 0721	FB FUNDRAISING	340.81	0.00	0.00	0.00	340.81
05 704 0723	VOLLEYBALL FUNDRAISING	4,721.43	0.00	0.00	0.00	4,721.43
05 704 0725	BBB FUNDRAISING	345.40	0.00	0.00	0.00	345.40
05 704 0727	GBB FUNDRAISING	982.66	0.00	0.00	0.00	982.66
05 704 0729	WRESTLING FUNDRAISING	556.75	0.00	0.00	0.00	556.75
05 704 0731	TRACK FUNDRAISING	884.46	0.00	0.00	0.00	884.46
05 704 0735	WEIGHT LIFTING CLUB	200.00	0.00	0.00	0.00	200.00
05 704 0737	SPORTSMANSHIP FUND	202.73	0.00	0.00	0.00	202.73
05 704 0739	STAND	1,216.54	0.00	0.00	0.00	1,216.54
05 704 0741	ART CLASS PROJECTS	689.24	0.00	0.00	0.00	689.24
05 704 0743	MATH CLUB	36.86	0.00	0.00	0.00	36.86
05 704 0745	SCIENCE CLUB	2.54	0.00	0.00	0.00	2.54
05 704 0747	MITCHELL SCIENCE GRANT	294.35	0.00	0.00	0.00	294.35
05 704 0749	SPANISH CLUB	68.79	0.00	0.00	0.00	68.79

Activity Fund Balance Report - Summary - Exclude Encumbrances

06/2021 - 06/2021

<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 0751	7-12 RESOURCE RM FUNDRAISING	64.00	0.00	0.00	0.00	64.00
05 704 0753	SPEECH FUNDRAISING	2,305.57	0.00	0.00	0.00	2,305.57
05 704 0755	ONE ACT FUNDRAISING	3,537.79	0.00	0.00	0.00	3,537.79
05 704 0757	LONGHORNS COMMITTED	2,287.14	0.00	0.00	0.00	2,287.14
05 704 0759	CIVICS FUNDRAISER	497.06	45.37	0.00	0.00	451.69
05 704 0761	KIMBALL PREVENTION COALITION	951.23	0.00	0.00	0.00	951.23
05 704 0762	EDUCATION QUEST	(174.26)	0.00	0.00	0.00	(174.26)
05 704 0999	SCHOLARSHIP FUND	0.00	0.00	0.00	0.00	0.00
Fund Total: 05		69,622.35	5,950.85	0.00	0.00	63,671.50

Monthly Finance Report to the Board

Jun-21

**Reconciled Balances as of May 31, 2021		
(Balance on Books)		
	2019-2020	2020-2021
General - Checking	\$ 49,322.74	\$ 108,160.21
General - Savings	\$ 1,721,855.89	\$ 2,732,627.67
Depreciation	\$ 338,949.10	\$ 269,085.91
Activity	\$ 94,905.76	\$ 55,885.62
Nutrition	\$ 11,892.12	\$ 84,706.54
Spec Building	\$ 516,892.15	\$ 638,685.14
FUNDS TOTAL	\$ 2,733,817.76	\$ 3,889,151.09

JUNE GF EXPENDITURES		
	2019-2020	2020-2021
GF Bills Payable	\$ 74,041.66	\$ 95,025.90
GF Payroll	\$ 448,837.63	\$ 429,781.18
(including Ins, RET & Tax)	\$ 522,879.29	\$ 524,807.08
MAY REVENUE		
Beginning Cash	\$ 72,036.42	\$ 188,428.30
GF Transfer	\$ 500,000.00	\$ 500,000.00
State Aid	\$ 4,610.38	\$ 21,468.00
Kimball County	\$ 2,141,592.41	\$ 2,030,994.81
Interest	\$ 875.90	\$ 192.07
Total Month Available	\$ 2,719,115.11	\$ 2,741,083.18

Three Year Comparison			
GF Revenue			
	2018-2019	2019-2020	2020-2021
September	\$ 1,674,716.17	\$ 1,620,676.61	\$ 1,867,146.19
October	\$ 328,608.83	\$ 370,455.02	\$ 171,495.91
November	\$ 87,288.07	\$ 258,073.12	\$ 136,319.60
December	\$ 136,608.94	\$ 167,672.61	\$ 178,189.90
January	\$ 1,020,532.58	\$ 805,516.30	\$ 897,599.19
February	\$ 428,411.11	\$ 400,889.47	\$ 617,446.50
March	\$ 317,408.46	\$ 535,707.21	\$ 506,036.13
April	\$ 174,383.25	\$ 239,416.68	\$ 279,311.06
May	\$ 2,028,252.91	\$ 2,145,728.69	\$ 2,055,700.47
June	\$ 373,908.45	\$ 362,631.27	
July	\$ 116,622.63	\$ 89,372.97	
August	\$ 96,551.91	\$ 364,814.36	
Running Total (YTD)	\$ 6,196,210.32	\$ 6,544,135.71	\$ 6,709,244.95
Total Revenue	\$ 6,783,293.31	\$ 7,360,954.31	\$ 6,709,244.95
% OF BUD (YTD)	91.35%	88.90%	
Annual Budget	\$ 6,847,053.62	\$ 7,277,586.14	\$ 7,501,033.00
% of Bud Rec	99.07%	101.15%	89.44%

JUNE NUTRITION FUND		
	2019-2020	2020-2021
NF Bills Payable	\$ 8,796.14	\$ 8,096.73
NF Payroll	\$ 7,367.99	\$ 10,744.78
	\$ 16,164.13	\$ 18,841.51
MAY REVENUE		
Beginning Cash	\$ 15,843.59	\$ 80,470.14
Lunch Vanco Revenue	\$ 687.12	\$ 1,075.65
SFSP Lunch Claim	\$ 1,461.08	\$ 29,037.77
Checks	\$ 2,696.47	\$ 3,878.97
	\$ 20,688.26	\$ 114,462.53

Three Year Comparison			
GF Expenditures			
	2018-2019	2019-2020	2020-2021
September	\$ 608,238.54	\$ 541,823.80	\$ 487,856.67
October	\$ 611,347.94	\$ 548,075.31	\$ 642,413.79
November	\$ 609,666.54	\$ 519,493.45	\$ 485,564.01
December	\$ 601,069.51	\$ 540,714.86	\$ 519,205.37
January	\$ 583,030.03	\$ 676,424.14	\$ 582,972.59
February	\$ 542,677.99	\$ 511,251.42	\$ 519,928.79
March	\$ 559,945.08	\$ 526,225.98	\$ 514,916.61
April	\$ 643,327.15	\$ 576,718.62	\$ 506,026.92
May	\$ 616,555.11	\$ 514,281.03	\$ 574,550.04
June	\$ 624,133.34	\$ 504,472.75	
July	\$ 518,298.84	\$ 460,962.76	
August	\$ 685,675.68	\$ 471,351.21	
Running Total (YTD)	\$ 5,375,857.89	\$ 4,955,008.61	\$ 4,833,434.79
Total Expenditures	\$ 7,203,965.75	\$ 6,391,795.33	\$ 4,833,434.79
	18-19	19-20	20-21
% of Bud Spent (YTD)	74.62%	77.52%	
Annual Budget	\$ 8,906,874.00	\$ 8,980,315.56	\$ 9,212,197.00
% of Bud Spent	80.88%	71.18%	52.47%



KIMBALL PUBLIC SCHOOLS

Administration Offices
901 South Nadine Street
Kimball, NE 69145

Mr. Trevor Anderson, Superintendent (308) 235-2188
Carmela Graves, Business Manager Fax (308) 235-3269

June 14, 2021

Treasurer's report is as follows:

	Jun-21	Jun-20
Amount received from County Treasurer	2,030,994.81	2,141,592.41
Bank Balance May 31, 2021	108,160.21	49,322.74
Savings Account General F May 31, 2021	2,732,627.67	1,721,855.89
Depreciation Fund May 31, 2021	269,085.91	338,949.10
Building Fund May 31, 2021	638,685.14	516,892.15
Nutrition Fund May 31, 2021	84,706.54	11,892.12
Total Available Funds	5,864,260.28	4,780,504.41
Payroll Gross	316,101.57	329,226.45
Amount of Bills	118,333.49	82,837.80
Blue Cross Blue Shield/HSA Pmt/UNUM Life	71,168.88	70,402.44
Nebraska School Retirement	29,988.38	32,197.50
FirsTier Bank (FICA)	23,287.13	24,379.23
Total Amount of Expenses	558,879.45	539,043.42
Balance Remaining after Expenses	5,305,380.83	4,241,460.99

Mary Lynch Elementary School

June 14th, 2021

“Stronger Together”

Principal: Jamie Soper

Wednesday- Professional Development -

May 12th - 14 of the Mary Lynch staff were trained in CPI(Crisis Prevention Interventions).

May 19th - Mary Lynch staff dug through their spring NWEA data. Our focus was on our instruction and the strengths and weaknesses of our student data. What will we do differently next year to meet the needs of our students? Great conversations in preparation for next school year!

We also had our grade up/grade down meetings.

I applied and was selected to be a part of the **2021-22 NeMTSS sponsored LETRS training** for the state of Nebraska. LETRS is a professional development program that provides administration and teachers with an understanding of:

- How students learn to read and write
- The reasons why some students fail to learn to read, spell or write
- The instructional strategies best supported by research

It is a research based professional development that would have cost our district over \$10,000. I'm very excited to receive the training and to share it with our staff.

NWEA testing incentives - 1st grade - 6th grade

1st Grade - 68% hit 1/2goals and 41 % hit 2/2 goals

2nd Grade - 28% hit 2/3goals and 68% hit 3/3 goals

3rd Grade - 81% hit 3/4goals and 19% hit 4/4 goals

4th Grade - 68% hit 3/4goals and 21% hit 4/4 goals

5th Grade - 75% hit 3/4goals and 20% hit 4/4 goals

6th Grade - 84% hit 3/4goals and 1% hit 4/4 goals

13% of the 2nd - 6th grade students did not meet a goal.

Chat for Change - Parent Round table- May 2021

16 parents attending - some of the big topics

-Consistent parent communication-I am looking into a common form of communication for Mary Lynch .

Ex: Remind

-healthier food for breakfast at ML

-Consistent planner use

-Spring Music Concert for ML students

-More activities for parents to get involved in.

Current Enrollment - June 15th, 2021

Prek - 26
Kindergarten - 40
First Grade - 22
Second Grade - 22
Third Grade - 31
Fourth Grade 20
Fifth Grade - 40
Sixth Grade - 27
Total - 228

JR/SR High School Principal Report – June 2021

- This month I am working on the Parent-Student Handbook - cleaning up the formatting and revising a few areas for the upcoming school year. The board will receive a draft in order to review it prior to the July meeting.
- There will be a Level 3 PBiS training session on June 23rd. Both building teams will be attending.
- A student must earn at least a 60% to be eligible to attend our summer school program that began May 24th. One student completed the necessary work in summer school for credit recovery. Because we are a member of VALTS, our students who fail with less than a 60% are eligible for credit recovery courses through Edgenuity. VALTS provides a live teacher (remotely) from 11-1 everyday for additional support, if needed. We have 7 students enrolled in courses.

June 2021 Superintendent Report

- Financial Update -

- 51.05% of the budget spent; 75% of fiscal year completed. 25% of year remaining and 48.95% of budget unspent.
- Through May 2021, we have spent 51.05% at this point in 2020 51.08%, and in 2019 55.41% had been spent.
- Actual Year-To-Date Expenditures are \$5,463,917.87.
- Compared to \$5,609,850.38 last year, \$6,041,645.58 two years ago and \$5,872,116.96 three years ago.
- The current cash balance in the General Fund is \$2,840,787.88.
- In 2020 at this time the balance was \$1,771,178.63, in 2019 the balance was at \$1,431,008.76.

- ESSER III Update -

- The state of Nebraska has released financial information as far as allocations of ESSER III (American Rescue Plan Elementary and Secondary School Emergency Relief Fund) funds to school districts in Nebraska
- Kimball Public Schools will receive \$609,473 as part of the ESSER III allocations and will have until September 30, 2024 to utilize this funding
- The main purpose of these funds per the Nebraska Department of Education (NDE) is, "Reopen schools and sustain safe operation aligned to CDC guidance for in-person learning. Provide evidenced-based interventions to meet social, emotional, and academic needs.
- These funds have requirements for its usage (similar to ESSER I and ESSER II) and the application process will be ongoing throughout the summer.

June 2021 CIP Board Report-Technology

3. Objective

Educators will dedicate time to collaborate with both colleagues and students to improve practice, discover, and share resources and ideas.

A. Action Step

Educators will dedicate planning time to collaborate with colleagues to create authentic learning experiences that leverage technology.

*All teachers use planning and professional development time to work collaborating with colleagues and making sure that they are including technology learning within their daily classes.

B. Action Step

Educators will collaborate and co-learn with students to discover and use new digital resources.

*Many teachers have expressed that many of their best technology finds have been found by students and shared. This has come during research activities or other designated times.

C. Action Step

Educators will use collaborative tools to expand students' authentic, real-world learning experiences by engaging virtually with experts and other students.

*Online virtual field trips have been used at all levels along with other professional development learning activities that can be used within classrooms.

*Classes at the secondary level have had speakers and guest lecturers come in and "virtually visit" their class and give highly informative, real world lessons.

4. Objective

Educators will design authentic, learner-driven activities and environments that recognize and accommodate learner variability

A. Action Step

Educators will use technology to create, adapt, and personalize learning experiences that foster independent learning and accommodate learner differences and needs.

*Technology is being used at all levels to make sure that students are getting personalized learning experiences.

B. Action Step

Educators will design authentic learning activities that align with content area standards and use digital tools and resources to maximize active, deep learning.

*Many research activities have been taking place along with other activities within the classroom to help students maximize learning.

*Weekly scheduled time for "Reteach and Enrich" at the high school to accommodate learners who haven't reached mastery level, and also allow for deeper learning for the students who have already mastered the in class material for the week.

C. Action Step

Educators will explore and apply instructional design principles to create innovative digital learning environments that engage and support learning.

*High school teachers are using Canvas to help their students learn digitally. The elementary school is using Google Classroom to help students learn digitally.

**INTERLOCAL AGREEMENT FOR
DAY SCHOOL / TREATMENT FACILITY
AMENDED MAY 2021**

This **Amended Interlocal Agreement ("Agreement")** is made and entered into under the provisions of the Nebraska Interlocal Cooperation Act, NEB. REV. STAT. §§ 13-801 to 13-827 ("Act"), between:

Educational Service Unit No. 13 (hereinafter referred to as "ESU 13"), Alliance Public School District No. 07-0006 (hereinafter referred to as "Alliance"), Banner County Public School District No. 04-0001 (hereinafter referred to as "Banner County"), Bayard Public School District No. 62-0021 (hereinafter referred to as "Bayard"), Bridgeport Public School District No. 62-0063 (hereinafter referred to as "Bridgeport"), Gering Public School District No. 79-0016 (hereinafter referred to as "Gering"), Hay Springs Public School District No. 81-0003 (hereinafter referred to as "Hay Springs"), Hemingford Public School District No. 07-0010 (hereinafter referred to as "Hemingford"), **Kimball Public School District No. 53-0001 (hereinafter referred to as "Kimball")**, Leyton Public School District No. 17-0003 (hereinafter referred to as "Leyton"), Minatare Public School District No. 79-0002 (hereinafter referred to as "Minatare"), Mitchell Public School District No. 79-0031, (hereinafter referred to as "Mitchell"), Potter-Dix Public School District No. 17-0009 (hereinafter referred to as "Potter-Dix"), Scottsbluff Public School District No. 79-0032 (hereinafter referred to as "Scottsbluff"), and Sidney Public School District No. 17-0001 (hereinafter referred to as "Sidney").

The school districts are referred to collectively as "Districts". ESU 13 and the Districts are referred to collectively as "Parties".

WHEREAS, the Act provides that two or more public agencies may enter into an agreement for joint or cooperative action, and this Agreement is made and entered into pursuant to the provisions of that Act; and

WHEREAS, the Parties are school districts and an educational service unit and, therefore, also public agencies and political subdivisions of the State of Nebraska;

WHEREAS, the Parties desire to make the most efficient use of their taxing authority and other powers to enable them to cooperate with each other and other entities as further agreed on the basis of mutual advantage to provide goods, services, and facilities in a manner and pursuant to forms of governmental organization that will accord the best results in terms of geographic, economic, population, and other factors that will influence the needs and development of the Parties;

WHEREAS, the Parties have passed resolutions authorizing each party to approve and enter into this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, it is agreed by the parties as follows:

1. No Separate Legal Entity. This Agreement does not establish a separate legal or joint entity.

2. Purpose. The purpose of this Agreement is to operate a Day School / Treatment Facility, (hereinafter "Facility") which will include specialized therapeutic and educational services on a full time basis for youth that have been determined to meet entrance criteria at ESU 13, and to enter into any arrangements or agreements that are desirable or necessary to achieve this purpose.

3. Term. This Agreement shall commence on June 1, 2020 and shall continue until terminated by the Parties as provided herein, with a minimum term of 5 years.

4. Administration. The ESU 13 Administrator ("Administrator") shall be responsible for jointly administering the cooperative undertaking described in this Agreement, with the input of the superintendents of the Districts. The Administrator and District Superintendents shall meet bi-annually to discuss the operation and budget of the Facility. The Administrator may take any action authorized, either explicitly or implicitly, by the Interlocal Cooperation Act, including any action that may be necessary to perform the duties and functions as provided in this Agreement.

5. Fiscal Agent. ESU 13 shall serve as the fiscal agent for the purposes of this Agreement. The fiscal agent shall segregate funds contributed to a project pursuant to this Agreement from other funds it maintains and shall provide and review bi-annual statements to the Parties of all activity. The fiscal agent will thereafter be authorized to make all necessary and appropriate expenditures in support of the project.

6. Control and Supervision. ESU 13 shall exercise the degree of control and supervision of the Facility as necessary to achieve the purpose(s) of this agreement. Such control and supervision will include the enforcement of any rules and regulations adopted by the Parties for the safety of persons engaged in use of the Facility.

7. Care and Maintenance. ESU 13 shall be responsible for the general maintenance and care of the Facility, subject to financial payments or contributions made by the Districts.

8. Facility Improvements. ESU 13 may make such alterations, improvements, and repairs to the Facility as it desires without other Parties' approval. In circumstances where (1) capital construction additions or improvement expenses will be passed on to the Parties, the other Parties' must approve said facility improvements in writing and (2) the alterations, improvements, or repairs that need to be approved by the appropriate regulatory authority are so approved by that authority.

9. Utilities. ESU 13 shall be responsible for the payment of all utilities.

10. Districts' Contributions. ESU 13 shall, based upon the anticipated costs and outside contributions, determine the Districts' share of the annual facility expenses. Districts shall have the following payment options:

1. Option One – pay an all-inclusive amount proportionate to school district student enrollment;
2. Option Two – pay a flat dollar amount for services for membership in this Agreement (for the first year of this Agreement the flat dollar amount is \$3,333.00) plus a per seat cost.

Exhibit A, attached hereto, identifies each District's Option choice and initial annual cost. Districts shall not change their Option choice within the first 5 years of this Agreement, unless approved by Administrator or allowed pursuant to this paragraph. By June 1st of each year, Administrator will advise Districts of the upcoming school year's costs, which shall become effective September 1st. Administrator may increase the annual Districts' costs by up to 5% per year (due to cost of living/payroll increases, etc.). If the Administrator increases the annual cost by more than 5%, Districts shall have the right to change its Option choice or withdraw from the Agreement by giving notice to Administrator by July 15th.

11. ESU 13 Responsibilities. ESU 13 agrees to act as the Consortium Coordinating Agency, and as such, agrees to:

- A.** Furnish the therapeutic and educational personnel for the Facility as well as administrative personnel to manage all administrative duties in regard to this Agreement.

- B.** Perform all the bookkeeping and financial operations necessary to manage this Agreement.
- C.** Prepare and submit all necessary reports and agreements as required for the management of this Agreement.

12. Expenses. Unless provided otherwise herein, all expenses resulting from this Agreement shall be paid by ESU 13.

13. Manner of Acquiring, Holding, and Disposing of Real and Personal Property. The Parties' respective governing boards shall determine the manner of acquiring, holding, or disposing of real property in the event that such a need arises. In no event shall the Administrator have the authority to acquire real property on behalf of the Parties. The Administrator shall have the authority to acquire and hold any personal property that is needed or required for the implementation of any purpose of this Agreement. The title to all such personal property shall be held in the name of ESU 13. ESU 13 shall have the authority to dispose of such personal property, provided that (a) any such disposal shall comply with state law, and (b) any funds raised from such sale shall be shared by the parties in proportion to their contribution made to obtain the property.

14. Financing and Budgeting. The Administrator, or his or her designee, with input from the Districts' Superintendents will prepare and approve a budget on an annual basis based on a fiscal year that begins on September 1st and ends on August 31st. Each Party will budget separately to pay the costs and expenses that it will reasonably and necessarily incur to fulfill its obligations under this Agreement.

15. Taxes. This Agreement does not grant the Parties any authority to levy, collect, or account for any tax authorized under sections 13-318 through 13-326 or 13-2813 through 2816. The Party owning the Property will be liable for any real estate tax or assessment on such Property.

16. Nondiscrimination. The Parties shall not discriminate against any employee or applicant who is to be employed for performance of this Agreement with respect to his or her hire, tenure, terms, conditions, or privileges of employment, because of his race, color, religion, sex, disability, or national origin.

17. Notice of Participation and Withdrawal of Party. Unless a district notifies ESU 13 of its intent to withdraw from the Day School / Treatment Facility and this Agreement prior to March 1st of the current year, the district is committing to participate in the Facility and this Agreement for two years beyond the current year. Any party may withdraw from this

Agreement by giving written notification to the remaining parties by March 1st of the current year. Such withdrawal shall become effective two years from the end of the year notification is received. A party who has withdrawn shall have no right to accumulated assets of the Interlocal Cooperative Agency, nor shall the withdrawing party have a right to require the remaining parties to liquidate or otherwise dispose of assets of the Interlocal Cooperative Agency.

18. Default. A party shall be in default under this Agreement if it breaches, defaults on or otherwise fails to perform or satisfy any agreement, obligation, term, covenant, condition or provision set forth herein or arising hereunder, and such breach, default or failure to perform continues for a period of thirty (30) days after the party receives written notice of such breach or failure to perform from the other party; or, if such breach cannot reasonably be cured within such 30-day period, and the breaching party fails to commence to cure such breach within such thirty (30) days after notice from the non-breaching party or fails to proceed diligently to cure such breach within a reasonable time thereafter. Upon default by a party, the remaining parties may pursue any remedy provided by law.

19. Liability Insurance. Each party shall obtain and pay for its own liability insurance coverage for their participation in this Agreement. The minimum coverage under such insurance shall be \$1,000,000 for one accident and \$5,000,000 in the aggregate.

20. New Members. The Parties may add additional parties (at the then existing cost/rates) to this Agreement by the majority consent of the then current member Parties.

21. Notice. Each Party giving any Notice ("Notice") under this Agreement must give written Notice by personal delivery, registered or certified Mail (in each case, return receipt requested and postage prepaid), or electronic mail to the School Districts' superintendents and the ESU 13 Administrator at the address on file with the Nebraska Department of Education. Notice is effective only if the party giving the Notice has complied with this section.

22. Reservation of Rights. Each party reserves the right to enforce its own rights, obligations, or benefits of this Agreement.

23. Amendments and Modifications. The Parties may amend or modify this Agreement only by a signed, written unanimous agreement that identifies itself as an amendment or modification to this Agreement. No other alterations in the terms of this agreement shall be valid or binding.

24. Severability. If any provision of this Agreement is determined to be unenforceable, the remaining provisions of this Agreement remain in full force, if the essential terms and conditions of this Agreement for each party remain enforceable.

25. Counterparts. The Parties may execute this Agreement in multiple counterparts, each of which constitutes an original, and all of which, collectively, constitute only one agreement. The signatures of all of the Parties need not appear on the same counterpart, and delivery of an executed counterpart signature page by facsimile or other electronic means is as effective as executing and delivering this Agreement in the presence of the other Parties to this Agreement. This Agreement is effective upon delivery of one executed counterpart from each party to the other party. In proving this Agreement, a party must produce or account only for the executed counterpart of the party to be charged.

26. Assignment. The Parties shall not assign or otherwise dispose of this Agreement or any duty, right, or responsibility contemplated in this Agreement to any other person or entity without the previous written consent of the other Parties.

27. Entire Agreement. The Agreement is the complete and exclusive expression of the Parties' agreement on the matters contained in this Agreement. All prior and contemporaneous negotiations and agreements between the Parties on the matters contained in this Agreement are expressly merged into and superseded by this Agreement.

This **AMENDED AGREEMENT** shall be effective upon its approval by the Board of Education of Alliance Public School District No. 07-0006, the Board of Education of Banner County Public School District No. 04-0001, the Board of Education of Bayard Public School District No. 62-0021, the Board of Education of Bridgeport Public School District No. 62-0063, the Board of Education of Gering Public School District No. 79-0016, the Board of Education of Hay Springs Public School District No. 81-0003, the Board of Education of Hemingford Public School District No. 07-0010, the Board of Education of Kimball Public School District No. 53-0001, the Board of Education of Leyton Public School District No. 17-0003, the Board of Education of Minatare Public School District No. 79-0002, the Board of Education of Mitchell Public School District No. 79-0031, the Board of Education of Potter-Dix Public School District No. 17-0009, the Board of Education of Scottsbluff Public School District No. 79-0032, and the Board of Education of Sidney Public School District No. 17-0001, and upon execution of such agreement by the Presidents of such school districts.

SIGNATURE PAGES TO FOLLOW

**ALLIANCE PUBLIC SCHOOL
DISTRICT NO. 07-0006**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**BANNER COUNTY PUBLIC SCHOOL
DISTRICT NO. 04-0001**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**BAYARD PUBLIC SCHOOL
DISTRICT NO. 62-0021**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**BRIDGEPORT PUBLIC SCHOOL
DISTRICT NO. 62-0063**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**GERING PUBLIC SCHOOL
DISTRICT NO. 79-0016**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**HAY SPRINGS PUBLIC SCHOOL
DISTRICT NO. 81-0003**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**HEMINGORD PUBLIC SCHOOL
DISTRICT NO. 07-0010**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**KIMBALL PUBLIC SCHOOL
DISTRICT NO. 53-0001**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**LEYTON PUBLIC SCHOOL
DISTRICT NO. 17-0003**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**MINATARE PUBLIC SCHOOL
DISTRICT NO. 79-0002**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**MITCHELL PUBLIC SCHOOL
DISTRICT NO. 79-0031**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**POTTER-DIX PUBLIC SCHOOL
DISTRICT NO. 17-0009**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**SCOTTSBLUFF PUBLIC SCHOOL
DISTRICT NO. 79-0032**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

**SIDNEY PUBLIC SCHOOL
DISTRICT NO. 17-0001**

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGE TO FOLLOW

EDUCATIONAL SERVICE UNIT NO. 13

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

**INTERLOCAL COOPERATIVE AGREEMENT
AMENDED MAY 2021**

This **AMENDED INTERLOCAL COOPERATIVE AGREEMENT** made and entered into by and between Banner County Public School District No. 04-0001 (hereinafter referred to as "Banner County"), Bayard Public School District No. 62-0021 (hereinafter referred to as "Bayard"), Bridgeport Public School District No. 62-0063 (hereinafter referred to as "Bridgeport"), Creek Valley Public School District No. 25-0025 (hereinafter referred to as "Creek Valley"), Gering Public School District No. 79-0016 (hereinafter referred to as "Gering"), Kimball Public School District No. 53-0001 (hereinafter referred to as "Kimball"), Minatare Public School District No. 79-0002 (hereinafter referred to as "Minatare"), Mitchell Public School District No. 79-0031 (hereinafter referred to as "Mitchell"), Morrill Public School District No. 79-0011 (hereinafter referred to as "Morrill"), and Sidney Public School District No. 17-0001 (hereinafter referred to as "Sidney"), collectively referred to in this Interlocal Cooperative Agreement as the "parties".

RECITALS

WHEREAS, Banner County, Bayard, Bridgeport, Creek Valley, Gering, Kimball, Minatare, Mitchell, Morrill, and Sidney are desirous to enter into an Interlocal Cooperative Agreement, the purpose of which is to provide an alternative learning environment for students; and

WHEREAS, Banner County, Bayard, Bridgeport, Creek Valley, Gering, Kimball, Minatare, Mitchell, Morrill, and Sidney are determined that the establishment of this Interlocal Cooperative Agreement will best serve the students of each respective school district and further shall provide the means of improving and facilitating the quality of education for said students and further shall provide a means of sharing instructional assignments, programs, activities, and functions thereby eliminating duplications of cost of providing such services.

NOW, THEREFORE, IT IS AGREED by and between the parties as follows:

1. NAME

The name of the Interlocal Cooperative Agency hereby established shall be:
VALLEY ALTERNATIVE LEARNING TRANSITIONING SCHOOL (hereinafter referred to as "VALTS")

2. PURPOSE

Banner County, Bayard, Bridgeport, Creek Valley, Gering, Kimball, Minatare, Mitchell, Morrill, and Sidney hereby agree pursuant to the terms of this Interlocal Cooperative Agreement that there is hereby established an Interlocal Cooperative Agreement pursuant to Sec. 13-804 R.R. S. 1943 et seq. hereby establishing a separate entity for

the purpose of providing for the general education needs and providing educational services as identified and required by member school districts and further providing for economy, efficiency and cost effectiveness in the cooperative delivery of education services.

3.

Subject to approval by the Board of Education of VALTS, the allocation of educational slots for students attending VALTS shall be as follows:

Gering Public School District #16	=	20 slots
Mitchell Public School District # 31	=	7 slots
Sidney Public School District #1	=	7 slots
Bridgeport Public School District #63	=	3 slots
Bayard Public School District #21	=	2 slots
Creek Valley Public School District #25	=	2 slots
Kimball Public School District #1	=	2 slots
Minatare Public School District #2	=	2 slots
Morrill Public School District #11	=	2 slots
Banner County Public School District #1	=	1 slot

Additional slots for districts may be allowed if approved by VALTS/ESU #13 Administration. Member districts also have the option of transferring excess student slots. Any transfer must meet the following conditions:

1. Should a district assume such a slot, the cost of the slot will be the prevailing rate charged all member districts for that same year.
2. The district assuming the slot will pay for the slot on a quarterly basis.

3. GOALS

1. To provide alternative ways for students to achieve high school graduation resulting in increased graduation rates and preparation for life after high school.
2. To certify that, upon completion of a course, students will have reached or surpassed the district and/or state performance assessments which measure student progress.
3. To develop innovative student performance assessments which measure student progress.
4. To provide a caring, diversified learning environment where students will develop positive self-concepts, increase their self-esteem, and recognize and appreciate the correlation between education and success in the workplace.
5. To be accountable to the community and the home school district through quality student achievement.
6. To provide opportunities for community involvement.
7. To provide a safe and orderly school environment.

8. To provide an alternative, diversified environment where students can achieve success.

4. MISSION

The mission of VALTS is to empower students to meet the challenges of our changing world. Our setting will create engaging and empowering learning opportunities.

5. PHILOSOPHY

The philosophy is based upon the belief that students have a right to a free, appropriate education; and students, when offered the appropriate environment, can experience educational success. The traditional education model, effective as it may be for the majority of our students, does not provide the right environment for some students. VALTS will be student rather than department centered. Its curriculum will be built upon state and district mandated standards.

6. DURATION

This Interlocal Cooperative Agreement shall continue until terminated by the Parties as provided herein. This Agreement may be terminated by agreement of all Parties.

7. NOTICE OF PARTICIPATION

The district will be committing to participate in VALTS for two school years beyond the current school year. Each member district agrees it shall budget and pay an assessed amount per slot as determined and agreed to each year by the VALTS Board of Education. The VALTS Board of Education shall, on an annual basis, discuss procedures to address any shortfalls or excesses in the budget which may exist.

A district shall notify ESU #13 and the VALTS Board of Education of its intent to increase slots in the VALTS program for the upcoming year by February 1st of the current school year. If such notification is received by ESU #13 and the VALTS Board of Education after February 1st, then such change shall be subject to the approval of ESU #13 and the VALTS Board of Education as to if it will become effective for the upcoming year.

A district shall notify ESU #13 and the VALTS Board of Education of its intent to decrease slots in the VALTS program for the upcoming year by February 1st of the current school year. If such notification is received by ESU #13 and the VALTS Board of Education after February 1st, then such change shall not become effective for the upcoming year, but shall become effective for the following year.

If a party is completely withdrawing from the VALTS program, it must give notice before February 1st of the current school year, and such withdrawal shall become effective two years from the end of the school year notification is received. A party who has withdrawn shall have no right to accumulated assets of the Interlocal Cooperative Agency, nor shall the withdrawing party have a right to require the remaining parties to liquidate or

otherwise dispose of assets of the Interlocal Cooperative Agency.

8. GENERAL POWERS

Said Interlocal Cooperative Agency shall have all power authorized by the laws of the State of Nebraska including the power to acquire or dispose of real and personal property and shall constitute a separate public body corporate and politic of the state and shall have power: (a) to sue and be sued; (b) to make and execute contracts and other instruments necessary and convenient to exercise of its power; (c) and from time to time to make, amend and repeal bylaws, rules and regulations not inconsistent with the Interlocal Cooperative Act and the agreement providing for its creation, and to carry out and effectuate said powers and purposes.

9. GENERAL ORGANIZATION

This Interlocal Cooperative Agency shall be governed by a Board of Education which shall be comprised of three duly elected Board of Education members from the district that purchases the most slots, two duly elected Board of Education members from the district that purchases the second most slots, and two duly elected Board of Education members from the district that purchases the third most slots. In the event of a tie, the superintendents of the participating districts shall determine the appropriate district(s) to provide Board of Education members. Members of the Board shall receive no compensation for their services, but shall be reimbursed for the actual and necessary expenses incurred in the performance of their duties. The Board shall elect from its members a President and a Vice President. The Board will also elect a Secretary and appoint the ESU #13 Business Manager as the Treasurer. The Board may receive for a purpose for which is made available any school district, county, state, or federal funds made available to it or funds or property received from any source for operating expenses and for the purpose of matching any funds that may be made available to it on a matching basis by any state or federal agency. The Board shall further have the power to contract for services connected with the operation of this Interlocal Cooperative Agency as needs and interest demand and shall establish fees and charges for services including the power to establish tuition rates for course of instruction offered and shall have the power to exercise any other powers, duties and responsibilities necessary to carry out the purpose of the Interlocal Cooperative Agency authorized by the laws of the State of Nebraska.

10. PURCHASING PROCEDURES

The VALTS Board of Education recognizes the importance of a sound fiscal management program and expects VALTS to maintain an efficient and consistent procedure in purchasing materials and services for the school. All purchasing for VALTS will adhere to the ESU #13 approved purchase process and relevant Board policies.

11. TERMINATION-DISPOSAL OF ASSETS

Upon agreement of the participating parties (all parties other than a party who may have

withdrawn) to terminate this Interlocal Cooperative Agreement, the participating parties shall, upon payment of all debts, distribute remaining assets on pro rata; i.e.:

Gering Public School District #16	=	42%
Mitchell Public School District #31	=	15%
Sidney Public School District #1	=	15%
Bridgeport Public School District #63	=	6%
Bayard Public School District #21	=	4%
Creek Valley Public School District #25	=	4%
Kimball Public School District #1	=	4%
Minatare Public School District #2	=	4%
Morrill Public School District #11	=	4%
Banner County Public School District #1	=	2%
		<hr/>
		100%

This **AMENDED AGREEMENT** shall be effective upon its approval by the Board of Education of Banner County Public School District No. 04-0001, the Board of Education of Bayard Public School District No. 62-0021, the Board of Education of Bridgeport Public School District No. 62-0063, the Board of Education of Creek Valley Public School District No. 25-0025, of the Board of Education of Gering Public School District No. 79-0016, the Board of Education of Kimball Public School District No. 53-0001, the Board of Education of Minatare Public School District No. 79-0002, the Board of Education of Mitchell Public School District No. 79-0031, the Board of Education of Morrill Public School District No. 79-0011, and the Board of Education of Sidney Public School District No. 17-0001, and upon execution of such agreement by the Presidents of such school districts.

SIGNATURE PAGES TO FOLLOW

BANNER COUNTY PUBLIC SCHOOL
DISTRICT NO. 04-0001

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

BRIDGEPORT PUBLIC SCHOOL
DISTRICT NO. 62-0063

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

CREEK VALLEY PUBLIC SCHOOL
DISTRICT NO. 25-0025

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

MINATARE PUBLIC SCHOOL
DISTRICT NO. 79-0002

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

SIDNEY PUBLIC SCHOOL
DISTRICT NO. 17-0001

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

**VALLEY ALTERNATIVE LEARNING TRANSITIONING SCHOOL
BYLAWS AMENDED MAY 2021**

**ARTICLE I
NAME**

An Interlocal Cooperative Agreement among Banner County School District No. 04-0001, Bayard Public School District No. 62-0021, Bridgeport Public School District No. 62-0063, Creek Valley Public School District No. 25-0025, Gering Public School District No. 79-0016, Kimball Public School District No. 53-0001, Minatare Public School District No. 79-0002, Mitchell Public School District No. 79-0031, Morrill Public School District No. 79-0011, and Sidney Public School District No. 17-0001 creates an interlocal educational agency named Valley Alternative Learning Transitioning School hereinafter referred to as VALTS.

**ARTICLE II
PURPOSES**

- A. The Interlocal Agreement hereby establishes a separate entity for the purpose of providing for the general educational needs and providing educational services as identified and required by member school districts and further providing for economy, efficiency and cost effectiveness in the cooperative delivery of educational services.

- B. Goals
 - 1. To provide alternative ways for students to achieve high school graduation resulting in increased graduation rates and preparation for life after high school.
 - 2. To certify that, upon completion of a course, students will have reached or surpassed the district and/or state performance assessments which measure student progress.
 - 3. To develop innovative student performance assessments which measure student progress.
 - 4. To provide a caring, diversified learning environment where students will develop positive self-concepts, increase their self-esteem, and recognize and appreciate the correlation between education and success in the workplace.
 - 5. To be accountable to the community and the home school district through quality student achievement.
 - 6. To provide opportunities for community involvement.
 - 7. To provide a safe and orderly school environment.
 - 8. To provide an alternative, diversified environment where students can achieve success.

- C. The Mission of VALTS is to empower students to meet the challenges of our changing world. Our setting will create engaging and empowering learning opportunities.

ARTICLE III MEMBERSHIP

- A. Membership includes the districts participating in the Interlocal Cooperative Agreement.
- B. Participation will be determined by the Interlocal Cooperative Agreement.
- C. Any party may withdraw from the Interlocal Cooperative Agreement by giving written notification as outlined in the Agreement.

ARTICLE IV BOARD OF EDUCATION

- A. The Interlocal Cooperative Agreement provides for a governing Board of Education. The name of the Board will be the VALTS Board of Education hereinafter referred to as VALTS BOE.
- B. Membership of the VALTS BOE is defined in the Interlocal Cooperative Agreement.
- C. In the event a member is unable to attend either a regular or special meeting, a substitute member with full voting privileges will be appointed from the represented district.
- D. Should a vacancy on the VALTS BOE occur, it will be the responsibility of the district represented by the vacant position to appoint a replacement member.
- E. The Board shall elect from its members a President and Vice President. The Board shall elect a Secretary and appoint the ESU #13 Business Manager as the Treasurer.
- F. Officers of the Board

President: The President will preside at all meetings. The President will conduct all meetings in accordance with the bylaws adopted by the VALTS BOE. The President will have the right to discuss questions and to vote. The President will have signature authority for the VALTS BOE.

Vice President: In the absence of the President, the Vice President will perform the duties and have the obligations of the President.

Secretary: The Secretary will keep the minutes of the meetings, send out notices of meetings and arrange publication of meeting notices and minutes of the meetings.

Treasurer: The Treasurer will maintain copies of all transactions of the VALTS BOE.

G. The term of office for the officers of the VALTS BOE will be one year.

H. Duties and Responsibilities of the Board

1. Approve annual VALTS budget, including the per slot amount each district will pay, prior to August 1.
2. Review the compensation of any A-administrator, teacher, service contractor, or other employee which will be in accordance with ESU 13's compensation package process.
3. Adopt and administer a budget funded by revenue from assessments of the member school districts.
4. Receive any school district, county, state or federal funds or funds or property received from any other source for operating expenses and for the purpose of matching any funds that may be made available to it on a matching basis by any state or federal agency.
5. Review contract for any necessary services connected with operation of VALTS as needs and interests demand.
6. Review any necessary fees and charges.
7. Shall have the power to exercise any powers, duties, and responsibilities necessary to carry out the purposes of VALTS authorized by the laws of the State of Nebraska.

ARTICLE V MEETINGS OF THE BOARD

A. Regular Meetings

1. A regular quarterly meeting will be held to legally transact any and all business in accordance with appropriate statutes, typically in the months of March, June, September, and December.
2. Regular meeting time will be TBA.
3. Regular meeting location will be published in the meeting notification.

B. Special Meetings

1. Special meetings of the VALTS BOE may be called between regularly scheduled meetings in order to discuss or take action on a single issue, a set of issues, or any necessary emergency issue.

2. Special meetings may be called by the VALTS BOE as a whole, the President of the VALTS BOE, or through written request of a quorum of the VALTS BOE.
- C. A majority of the members will constitute a quorum for the transaction of business.
 - D. All meetings of the VALTS BOE will be announced in advance through publication as required by statute.
 - E. The Director of Alternative Education is responsible for preparing agendas, subject to modification by the president. Control of the meeting agenda is the responsibility of the VALTS BOE president.

ARTICLE VI FINANCES

- A. The fiscal year will be the same as the fiscal year for Nebraska public schools, September 1 through August 31.
- B. Fiscal Officer: ESU #13 will serve as the Fiscal Officer for VALTS.
- C. Approve annual VALTS budget, including the per slot amount each district will pay, prior to August 1.
- D. Annual Audit
 1. An annual audit of the books, accounts, policies, and procedures will be performed following the close of each fiscal year as part of the ESU #13 annual audit.
 2. If requested, a prepared audit report or a report of the pertinent findings from the audit of the contracting agency and the fiscal agent's district will be presented to the VALTS BOE at a regularly scheduled meeting.
- E. Members of the VALTS BOE shall receive no compensation for their services, but shall be reimbursed for the actual and necessary expenses incurred in the performance of their duties.

ARTICLE VII ELECTION OF BOARD OFFICERS

- A. An annual reorganizational meeting will be held at the first regularly scheduled quarterly meeting of the calendar year.

- B. Election of Board officers will be from VALTS BOE members.

**ARTICLE VIII
ADVISORY COUNCIL**

- A. The function of the Advisory Council is to act in a supportive and consultative capacity between the Director of Alternative Education and the VALTS BOE.
- B. The Director of Alternative Education will designate an Advisory Council consisting of principals and/or counselors from each member district.

**ARTICLE IX
PARLIAMENTARY AUTHORITY**

- A. Except as otherwise provided by law, by regulation or by the VALTS bylaws, meetings will be conducted according to Robert's Rules of Order, Revised.
- B. Any action taken on any question or motion duly moved and seconded will be by roll call vote of the VALTS BOE in open session. The record will state how each member voted or if the member was absent or not voting.
- C. Public comment may be taken during any meeting. A limitation of five minutes will be observed for each individual. The presiding officer may limit redundant comments.

**ARTICLE X
PROCEDURAL RULINGS**

- A. The VALTS BOE reserves to itself the function of providing guides for the procedures to be followed in the transaction of VALTS operations. These guides shall constitute the procedures governing the operations of VALTS.
- B. Procedures may be adopted after consideration at a meeting of the VALTS BOE with prior written notification.
- C. The formal adoption of procedures shall be recorded in the minutes of the VALTS BOE.

- D. The operation of any section or sections of procedures, not established by law or contract, may be temporarily suspended by a majority vote of the VALTS BOE members present at regular or special meeting times.
- E. VALTS BOE procedures may be subject to amendment only by a majority vote of all members of the VALTS BOE.
- F. Proposals for New Procedures or Changes to Existing Procedures
 - 1. Proposals for new procedures or changes to existing procedures may be initiated, in writing, by any VALTS BOE member or Advisory Council member.
 - 2. Procedure proposals and suggested amendments to or revisions of existing procedures shall be submitted to all VALTS BOE members, in writing, at least three days prior to a regular or special VALTS BOE meeting, at which such a proposed procedure of revision shall be voted upon.

**ARTICLE XI
AMENDMENTS TO BYLAWS**

- A. Bylaws may be adopted after consideration at a meeting of the VALTS BOE with prior written notification.
- B. Any section or sections of the bylaws not established by law or contract may be temporarily suspended by a majority vote of the VALTS BOE members present at a regular or special meeting, but such bylaw suspension must be reviewed at the next regular or special meeting.
- C. VALTS bylaws may be subject to amendment only by a two-thirds vote of all members of the VALTS BOE.
- D. Amendments to the Bylaws
 - 1. Amendments to the bylaws may be initiated, in writing, by any VALTS BOE member.
 - 2. Suggested amendments shall be submitted to all VALTS BOE members in writing, at least two weeks prior to a regular or special VALTS BOE meeting, at which such a proposed procedure or revision shall be voted upon.

Mohr Ranch and Construction

5698 East Highway 20

Date 5/28/2021

Dix, Ne 69133

Bid to:

Kimball Public Schools

901 South Nadine

Kimball, Ne 69145

Scope of Work

Remove 5780 square foot of carpet in the hallways and dispose of.

Install ¼ standard sheetrock, tape and mud all joints, sand and prep for paint.

Cover all exposed edges with either metal or pvc J.

Texture drywall with orange peel texture.

Prime and paint.

All material included

General clean

Not include material or labor

Any electrical work. Any fire alarm work. Any plumbing work. Any vinyl base.

Proposal

Completion of scope of work including labor and material.

\$18,500.00

Terms and conditions

25% payment upon signing of proposal

Full payment within 30 days of completion of work.

Acceptance of Proposal

The above prices and specifications from Mohr ranch and Construction are satisfactory and here by accepted by Kimball Public Schools and is authorized to do the work as described above in a timely and profession manner.

Contractor

Customer

Bid good for 30 days



Alan R. Strauch
Licensed-Bonded-Insured
1465 Bonanza
Gering, NE 69341
strauchelec@yahoo.com
308-765-0575

We hereby submit specifications and estimates for; **Kimball Public Schools 901 S Nadine St. Kimball, NE 69145**

Scope of Work: Per your request and a comprehensive walkthrough and comprehension of blue prints we have comprised a complete list of objectives needed to complete the modifications. Included in this proposal, all labor, material and equipment needed to complete the following: LED light replacement

- **Removal of all old lighting fixtures, installation of new lights supplied by the school in the following; Library, iss room, storage #1, storage #2, home economics, c3, c4, c5, storage#1, storage #2, music rooms as listed from Border states.**

Exclusions- Any extras not discussed during walk thru, nor any light fixtures, nor any disposal of old fixtures, nor any unforeseen obstacles.

TOTAL PROJECT INVESTMENT: \$ 10,500.00

PAYMENT INFORMATION: 50% down before material can be ordered and work to start. Unless otherwise documented. Thereafter payments made on percentage of completion monthly or at completion.

STRAUCH ELECTRIC, LLC: _____

Alan R. Strauch
Alan R. Strauch

NOTE: This proposal may be withdrawn by Strauch Electric, LLC if not accepted within 30 days.

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work specified. Payment will be made as outlined above.

Date of Acceptance: _____
Signature: _____

PROPOSED
Kimball Public Schools
2021-2022 Fees Schedule

MEAL FEES

Breakfast	K-6	\$ 1.90
	7-12	\$ 2.15
	Reduced	\$.30
	Adult	\$ 2.60
Lunch	K-6	\$ 2.90
	7-12	\$ 3.15
	Reduced	\$.40
	Adult	\$ 3.75
Summer Breakfast	18 & under	FREE
	Adult	\$ 2.00
Summer Lunch	18 & under	FREE
	Adult	\$ 3.50
After School Program	K-12	FREE
	Adult	\$ 3.75

ATHLETIC PASSES

Student (K-12) (Max of \$50.00 per Family)	\$ 20.00
One Adult	\$ 40.00
One Adult w/Children (Family Pass)	\$ 50.00
Two Adults	\$ 65.00
Two Adults w/Children (Family Pass)	\$ 75.00

Senior Adult Lifetime Passes are free to those 62 & over that request one.

Kimball Public Schools

Kimball Public Schools

Activities Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Activities Director
- B. **Department:** Administration
- C. **Education Level and Certification:** A Bachelor's Degree is required, in addition to all other required or assigned certification and training. Nebraska Teaching or Administrative and Supervisory Certificate, with a Coaching Endorsement preferred. First Aid and CPR training required (may be obtained on the job and must be kept current). Must possess a motor vehicle operator's license and able to operate a school van. Coaching experience preferred.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students and sponsors/ coaches, motivate students and sponsors/ coaches to develop skills, attitudes and knowledge associated with activities.
- F. **Essential Job Functions:** The primary responsibility of the activities director is to act as the chief administrator of the school district's interscholastic activities program and serves in both a leadership and management role. The responsibilities of the activities director extend to all activities of the school district. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Serve as the educational leader of the school district's activities program and as a positive contributing member of the administrative team. Provide a leadership structure to ensure rules and instructions to school employees and students are in compliance with Board Policy and NSAA rules.
 - 2. Administer, as chief administrator, the development and maintenance of a positive activities program designed to meet the needs of students and to carry out the policies of the Board of Education. Set or recommend activity program

Kimball Public Schools

standards and goals, and recommend and implement policies and procedures to carry them out.

3. Study and review all athletic program rules and guidelines with activity program staff and volunteers on a continuing basis. Collect and analyze survey data, regulatory information, and data to forecast activity participation patterns and projections.
4. Be aware of, communicate and enforce activity code discipline rules and expectations. Confer with activity program staff, volunteers, parents, and students to discuss activities, policies, NSAA rules, and student behavior problems.
5. Ensure that the mission and goals of the school district are adequately reflected in the school's activity program and operations. Coach teams when necessary in the absence of assigned coaches.
6. Develop and maintain a positive, professional rapport with students and parents, including demonstrating good sportsmanship at all times. Ensure that all coaches and sponsors demonstrate good sportsmanship and refrain from the use of inappropriate or profane language or conduct.
7. Develop and maintain a positive and professional working relationship with the activities program employees and volunteers.
8. Establish the master sports calendar and enter into contract or agreements related to: scheduling competitions with other schools, making the required implementing arrangements for same, including ensuring that officials, referees or judges are in place for the events, and that event staff workers or volunteers are in place.
9. Maintain a current inventory of the athletic program's equipment and supplies. Monitor for and dispose of any unsafe equipment or supplies.
10. Ensure that playing conditions are safe for students. This includes scheduling the attendance of athletic trainers at practices/ events, ensuring proper supervision of student-athletes, and adjusting game times or schedules when necessary.
11. Direct and coordinate school maintenance services related to activity program facilities. Schedule and coordinate use of school activity facilities for practices, games, and special events associated with the activities program. Maintain a current facility use calendar that is available to the administrative and athletic staff.
12. Coordinate and maintain a welcoming environment for visiting teams, fans, guests, parents, game officials and other attendees. Coordinate all reasonable and necessary provisions for the opposing team and game officials prior to an event, including locker room access, towels, access to equipment, etc.
13. Provide suitable instructions and regulations for staff to govern the use and care of the activity program's equipment and facilities. Recommend to the Superintendent the sale or disposal of athletic program property no longer required by the school and delegate the proper execution of such sale or disposal through staff and legal advisors.

Kimball Public Schools

14. Recommend to the Superintendent short and long-range facility needs related to the activity program. Recommend to the Superintendent any personnel changes that are in the best interests of the district.
15. Coordinate and implement random drug tests, in accordance with Board policies or directives.
16. Verify each student-athlete's academic and physical eligibility, in accordance with NSAA rules and Board policies and directives.
17. Attend and participate in Board meetings and its committees as requested by the Superintendent. Coordinate and serve as a professional liaison between the District and the media and the District and the community.
18. Keep informed of current athletic trends and practices, as well as proposed NSAA rules or legislation impacting the activities program, and inform the Superintendent of significant developments in these areas.
19. Serve as a leader to assist the Superintendent to develop a vision for the athletic program and a comprehensive long-range plan. Recommend to the Superintendent, annually, activity program goals and monitor and report on the progress toward achieving established goals.
20. Evaluate all head coaches and sponsors on a yearly basis and make recommendations to superintendent regarding positions.
21. Perform any other duties as assigned by the Superintendent.

G. Terms of Employment: Salary and work year to be determined annually.

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Administrative Secretary Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Administrative Secretary
- B. **Department:** Secretarial/ Clerical
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous experience working with computers is preferred. Non-certificated position.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, keep matters confidential as needed.
- F. **Essential Job Functions:** The primary responsibility of the administrative secretary is to assist the Building Principal, Activities Director, and Guidance Counselor with materials for the operation of the building. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 - 1. Assist office personnel with professional correspondence.
 - 2. Arranges for the scheduling of substitute teachers, including in-house coverage.
 - 3. Receive, prepare, and distribute daily announcements.
 - 4. Prepares employee leave report.
 - 5. Assists the Activities Director in the preparation of activity programs.
 - 6. Assist office personnel and staff in ordering and receiving of supplies.
 - 7. Assist with student registration and maintaining student management program.
 - 8. Coordinate and maintain student transcripts.
 - 9. Assist with maintaining student files and records.
 - 10. Copy and distribute information necessary for the operation of the building.
 - 11. Assist with greeting visitors and answering phones.
 - 12. Coordinating with the school nurse the distribution of medications to students.
 - 13. Assist students, staff, and all visitors in an appropriate manner.
 - 14. Mail Progress Reports.
 - 15. Prepare the Report Cards from the software program.

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16. Assist with preparations of materials for parent teacher conferences.
17. Assist with copying machine jams and problems.
18. Prepares Activity Eligibility List.
19. Prepares and prints Honors Certificates, Athletic Awards, Activity Certificates, and Scholarship awards and certificates.
20. Prepares Graduation programs.
21. Prepares Student of the Month Certificates, news release, and other related information.
22. Prepares class rank list.
23. Prepares parent's night letters and programs.
24. Assists in preparation of all NCA and NDE reports.
25. Perform any other duties that may be assigned by the building principal.

G. Terms of Employment: 10-month position, two weeks before classes begin and one week after classes end, at-will employment paid on an hourly basis, Schedule and Time determined by Building Principal

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Attendance Secretary Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Attendance Secretary
- B. **Department:** Secretarial/ Clerical
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous experience working with computers is preferred. Non-certificated position.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, keep matters confidential as needed.
- F. **Essential Job Functions:** The primary responsibility of the attendance secretary is overall responsibility for all aspects of student attendance as directed by the building principal. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 1. Assists building principal with professional correspondence especially that relate to student attendance.
 2. Records all student tardies as reported by teachers per period.
 3. Records all student absences as reported by teachers per period.
 4. Compile and distribute a daily report on student tardiness and absences.
 5. Maintain appropriate attendance records as directed by the Building Principal including reasons for student absences.
 6. Notify parent in writing of excessive absences of their child.
 7. Serve as the primary building receptionist greeting visitors and answering phones.
 8. Route visitors or phone inquiries to appropriate personnel.
 9. Assist office personnel with the ordering of supplies and delivery.
 10. Assist with student registration.
 11. Copy and distribute appropriate information to staff.
 12. Assist with the maintenance of files and student records.

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13. Has primary responsibility in coordinating with the school nurse the distribution of medications to students.
 14. Assists student in an appropriate manner.
 15. Assists staff in an appropriate manner.
 16. Assist with the mailing of Progress Reports.
 17. Assist with the preparation of Report Cards.
 18. Enter student discipline incidents into student record management system software.
 19. Compile detention list daily and distribute building mail to staff members.
 20. Perform any other duties that may be assigned by the building principal.
- G. Terms of Employment:** 10-month position, two weeks before classes begin and one week after classes end, at-will employment paid on an hourly basis, Schedule and Time determined by Building Principal

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Building & Grounds Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Building & Grounds Director
- B. **Department:** Building and Grounds
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Post high school training helpful but not required. Non-certificated position.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Must be able to lift 50 lbs at one time and transport that weight 30 ft in addition to being able to stand or walk for long periods of time. Must be able to bend, reach, stoop, and kneel numerous times during daily work. Ability to work with building administrators to identify maintenance and custodial needs.
- F. **Essential Job Functions:** The primary responsibility of the Building & Grounds Supervisor is the oversight of the custodial and maintenance services for the district including its ground and buildings. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Designate shift and work area assignments for custodians during the summer months.
 - 2. Designate shift and work area assignments for maintenance personnel year-round.
 - 3. Recruit, recommend, and carry out selection or dismissal of all building and grounds personnel.
 - 4. Evaluates and supervises the performances of custodial workers during the summer months.
 - 5. Conducts frequent inspections of all assigned areas for items requiring maintenance, safety hazards, fire hazards, and insure that all work is being carried out in an orderly and proper manner.
 - 6. Conduct on the job training for assigned personnel as needed.
 - 7. Establish and maintain a good departmental relationship with teachers, students, administrators, and community business people.

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8. Responsible for selecting/ purchasing the cleaning products, materials, and equipment for the district. Consults with the Superintendent of Schools regarding such purchases.
9. Maintains all pertinent records, reports, and other paperwork as needed.
10. Develop and maintain a projects list.
11. Makes contact and secures appropriate non-school personnel for maintenance jobs the custodial staff is unable to perform. Consults with the Superintendent of Schools.
12. Consults with building principals regarding maintenance needs in their respective buildings.
13. Operate equipment as assigned and trained
14. Other duties as assigned by the Superintendent

G. Terms of Employment: Year-round, at-will employment paid on a monthly salary basis.

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Kimball Public Schools Bus Driver Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Bus Driver
- B. **Department:** Transportation
- C. **Education Level and Certification:** High School Degree or GED preferred. Must maintain at all times during employment an unrestricted motor vehicle operator's license, a commercial drivers license with proper endorsements (if applicable) and level 1 or level 2 classes as required by state and federal laws. A satisfactory driving record and thorough knowledge of traffic laws and school bus regulations is required as well as adequate physical fitness as required by law.
- D. **Reports to:** Transportation Director
- E. **Qualifications:** Familiar with operation of a school bus and all applicable traffic laws and regulations. Must be able to follow instructions and demonstrate personal initiative. Must be patient, and kind to all children, and be courteous and helpful to those you work with. Effective time management and ability to work alone at times or with other personnel.
- F. **Essential Job Functions:** The primary responsibility of the Bus Driver is the safe transportation of students and district personnel. Other responsibilities are as follows (Additional duties as directed by the Transportation Director):
 - 1. Conduct written pre-trip inspections on vehicles and any special equipment included. Notifies transportation director of any mechanical problems.
 - 2. Obeys all traffic laws and observes all mandatory safety regulations for school buses.
 - 3. Meets emergency situations in accordance with standard operating procedures.
 - 4. Completes all required reports on time and in the manner prescribed.
 - 5. Attends all meetings called by the director of transportation.
 - 6. Keep assigned route buses clean and the inside of the activity bus clean when used.
 - 7. Transport all authorized students.
 - 8. Implement rules and regulations as defined in Board Policy and specifically, require that all route pickups and discharges comply with Board Policy and Nebraska State Law.

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9. Be on bus when passengers load and unload.
10. Maintain consistent time schedule, reporting any changes to the director of transportation as quickly as possible.
11. Supervise and maintain discipline among the passengers according to adopted disciplinary procedures.
12. Report any adverse weather or road conditions to the transportation director.
13. Contact all parents of bus students prior to the start of school, and promote good public relations in dealing with parents and students throughout the year.
14. Notifies the transportation director as early as possible when a sub driver is needed.
15. Other duties as assigned by the Transportation Director.

G. Terms of Employment: Approximately 10 month position, at-will employment paid on a salary basis. Schedule and time determined by the Transportation Director

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Business Manager Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Business Manager
- B. **Department:** Administration
- C. **Education Level and Certification:** A college degree in the field of finance, accounting, or business administration is desirable, but not required only if the Superintendent determines that prior experience will permit the Business Manager to complete the job duties and qualifications as required below. Non-certificated position.
- D. **Reports to:** Superintendent or Superintendent Designee
- E. **Qualifications:** Knowledge of computers and accounting software. Effective time management and organizational skills. Knowledge of economic and accounting principles and practices, the financial markets, banking, and the analysis and reporting of financial data. Must be able to work well with people and be neat in appearance. Able to work with professional staff and make confidentiality about school matters a high priority.
- F. **Essential Job Functions:** The primary responsibility of the Business Manager is the financial management and accounting procedures of the school district. Other responsibilities are as follows (Additional duties as directed by the superintendent or superintendent designee):

District Finances

1. Receive & deposit monies for KPS accounts.
2. Reconcile bank statements for all accounts on a monthly basis.
3. Pay bills for all accounts and match order forms with invoices and record the necessary information.
4. Report and review account transactions with activity sponsors and coaches.
5. Prepare monthly reports and relevant analyses for each account.
6. Prepare and file government and employee reports (Monthly-federal/state payroll taxes, retirement fund contributions; Quarterly-NASB federal reimbursement requests, federal/state payroll taxes).
7. Prepare monthly payroll for all district employees.
8. Prepare purchase orders and expense reports

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9. Review, organize, code and post all bills for payment (code documents according to school district procedures and state requirements)
10. Compute deductions for income and social security taxes
11. Prepare Employee Benefits Fund payouts to employees.
12. Monitor cash flow.

Human Resources

1. Prepare W-2 forms for all applicable employees at end of year.
2. Prepare 1099's for all applicable vendors at end of year.
3. Administer district property/liability insurance.
4. Act as school receptionist as needed and direct calls or deliver messages to appropriate personnel.
5. Keep accurate substitute records for payment; maintain the staff absence records of sick, personal, activity, professional and bereavement days.
6. Responsible for Blue Cross/Blue Shield enrollments/changes, Nebraska Public Employees Retirement enrollment/changes, process new employee payroll documents, Cafeteria 125 plan enrollment/changes, prepare certified/classified staff employment contracts.
7. Administer disability insurance plan.
8. Coordinate AFLAC in the district.
9. Responsible for IDEA Application, MIPS documentation, and Fairbanks reporting
10. Responsible for Quarterly Nebraska Unemployment Report
11. Responsible for new hire reporting (including distributing necessary paperwork to new hires), classified/certified contracts, personnel files

Superintendent/ School Board

1. Assist superintendent with the completion of local/state/ federal applications and reports as needed.
2. Assist superintendent with school budget and audit (including assisting in the formulation and monitoring of annual district budget and preparing all financial records required for audit).
3. Prepare all financial reports for board meetings.
4. Maintain board meeting minute's book.
5. Prepare School Board packets, keep accurate records of board agendas and minutes, post notices in designated locations, and attend school board meetings as needed.

G. Terms of Employment: Year-round, at-will employment paid on a monthly salary basis

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Coach Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Coach
- B. **Department:** Activities
- C. **Education Level and Certification:** High School Degree or GED required. Nebraska Teaching or Administrative and Supervisory Certificate with a coaching endorsement preferred. Coaching certification is required. First Aid and CPR training required (may be obtained on the job and must be kept current). Must possess a motor vehicle operator's license and ability to operate school vehicles. On-staff certificated employee preferred. Coaching experience preferred.
- D. **Reports to:** Activities Director
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to educate students through participation in extracurricular activities.
- F. **Essential Job Functions:** The primary responsibility of the coach is to enhance student participants academic achievement, promote the physical, mental, moral, social, and emotional well-being of the student participants, promote appreciation of discipline and good sportsmanship, and promote an extracurricular activity program that represents the school in a positive manner. Competitive success is desirable. Other responsibilities are as follows (Additional duties as directed by the Activities Director):
 - 1. Head coaches and other coaches with supervisory responsibility assign specific duties to team staff (assistant coaches, managers, volunteers, etc.). Provide guidance and direction to the team staff. Motivate the team staff to achieve the objectives of the activity, monitor their performance, and report on their performance to the Activity Director for purposes of evaluations.
 - 2. Plan, organize, and conduct practice sessions that will efficiently develop individual skills and team performance without interfering with academic and other commitments of the participants and that will actively involve all participants.

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3. Plan and direct physical conditioning programs that will enable athletes to achieve maximum performance.
4. Instruct individuals or groups in sport or activity rules, strategies, and performance principles such as specific ways of moving the body, hands, and/or feet in order to achieve desired results, and explain and demonstrate the use of sports and training equipment.
5. Encourage and build mutual trust, respect, and cooperation among team members.
6. Coach games and competitive activities with the objective of competitive success tailored to making the experience enjoyable and rewarding to the students. Maintain composure, keeping emotions, anger, and aggressive behaviors in check, even in very difficult situations, so as to demonstrate good sportsmanship.
7. Provide for the reasonable care and safety of students under the coach's supervision.
8. Monitor students' use of equipment in order to ensure safe and proper use.
9. Oversee the safety conditions of the facility or area in which assigned sport or activity is conducted at all times that students are present.
10. Ensure a positive environment free of hazing, harassment, bullying, and intimidating language and behaviors.
11. Maintain accurate individual and team statistics, records, and results of the season.
12. Maintain an accurate and current team roster and submit copies to the Activities Director.
13. Maintain confidentiality of information concerning colleagues, students, and parents in accordance with law and District rules.
14. Perform any other duties as assigned by the Activities Director.

G. Terms of Employment: Seasonal at-will employment paid on a salary basis.

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Custodial Worker Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Custodial Worker
- B. **Department:** Building and Grounds
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous custodial or maintenance experience preferred. Non-certificated position.
- D. **Reports to:** Building Principal (during school year) and Director of Building and Grounds (during summer months)
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Must be able to lift 50 lbs at one time and transport that weight 30 ft in addition to being able to stand or walk for long periods of time. Must be able to bend, reach, stoop, and kneel numerous times daily. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Must be able to follow instructions and demonstrate personal initiative.
- F. **Essential Job Functions:** The primary responsibility of the Custodial Worker is the upkeep of district facilities. Other responsibilities are as follows (Additional duties as directed by the Building Principal or Building and Grounds Director):
 - 1. Daily dust mops, sweeps, spot mops, vacuums, & empties trash containers in assigned hallways, stairways, and entrance rugs
 - 2. Daily scrubs, cleans, & empties trash in assigned restrooms/ locker rooms/ classrooms
 - 3. Clean walls, doors, windows, and other areas weekly or as needed by appearance
 - 4. Notifies supervisor of equipment or facilities in need of repair or replacement if beyond their capability
 - 5. Cleans light fixtures
 - 6. Moves furniture/ desks as needed for cleaning
 - 7. Pick up trash
 - 8. Lock and secure all doors or windows as specified during their shift
 - 9. Turn off all lights in the evening
 - 10. Assist other staff with custodial needs
 - 11. Adjust room temperatures as needed
 - 12. Strips and refinishes floors

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13. Scrubs floors with machines
14. Cleans air or heat vents
15. Shampoos Carpet in the summer
16. Shovel Snow in the winter as needed
17. Operate equipment as assigned and trained
18. Assist with maintenance or grounds as needed in the summer
19. Other duties as assigned by the Building Principal or Director of Building and Grounds

G. Terms of Employment: Year-round, at-will employment paid on an hourly basis, Schedule and Time determined by Building Principal (during school year) and Director of Building and Grounds (during summer months)

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Elementary Principal Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Elementary Principal
- B. **Department:** Administration
- C. **Education Level and Certification:** A Bachelor's Degree is required; Masters degree or higher preferred. Must at all times of employment possess a Nebraska Administrative and Supervisory Certificate with such endorsements as required by NDE Rule 10 and all other required or assigned certification and training.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Knowledge and expertise about education for elementary-aged students. Administrative and management skills pertaining to personnel. Ability to supervise education personnel and adhere to rules related to Rule 10 or other applicable laws. Effective time management and ability to work alone at times or with other personnel. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner.
- F. **Essential Job Functions:** The primary responsibility of the elementary principal is to be the chief administrator of the elementary school and serve in both a leadership and management role. The responsibilities of the Elementary Principal extend to all activities of the elementary school and all employees within the school are responsible to the elementary principal. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Responsible for the evaluation of teachers assigned to his/her building according to district personnel policies.
 - 2. The principal shall provide leadership in curriculum study selection and/or development of curriculum materials, implementation of adopted curriculum, and in the evaluation of such curriculum.
 - 3. Assigns teachers to appropriate grade level classes and assigns pupils, staff, and facilities to implement the schedule.
 - 4. Is responsible for the development, implementation, and enforcement of pupil personnel rules and regulations for students in his/her building. Prepares a student handbook for students, and distributes it to them at the start of each school year.

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5. Assists in the development and helps implement district approved personnel policies for staff he/she supervises.
6. As a part of his/her public relations responsibilities, the principal shall coordinate the special appearances of students, press releases from his/her building and inter-school activities.
7. Coordinates and participates in the development of in-service education for the instructional staff.
8. The principal shall assist in the interviewing and selection of teachers, including substitute teachers and non-certified personnel.
9. The principal is encouraged to involve members from the community and parents in various study groups or advisory capacities when appropriate.
10. Coordinates with the district maintenance-custodial supervisor to maintain a school facility, which is attractive, pleasant, and a productive place in which to work and learn.
11. Responsible for developing and implementing a building procedure for the grading, evaluation of students and in reporting as appropriate to parents reports of student progress.
12. Responsible to see that the building maintains student cumulative records within federal, state and local board guidelines. Record maintenance shall include an accurate accounting of student attendance.
13. Submits any reports as required by the Superintendent of Schools.
14. Communicates and implements Board policy as interpreted through the Superintendent.
15. Directs the compliance of safety factors in his/her building by students and staff.
16. As directed by the Superintendent, oversees the care, cleaning, and regular maintenance and preventive maintenance of school-owned equipment, which is used, and in custody of his/her building.
17. Attends regular and special meetings of the Board of Education – as needed and/or requested.
18. Assists in the annual preparation of the budget as requested by the Superintendent.
19. Approves the requisitions and purchases made by staff personnel in his/her building.
20. Is an active member of the administrative team, performing duties as requested by the Superintendent.
21. Assists with the supervision of activities for K-12.
22. Coordinates all student and teacher orientation programs for the Elementary School.
23. Responsible for directing the Special Education and Title I programs of K-6 students.
24. Evaluates all non-teaching staff under his supervision as per Board guidelines.
25. Performs any other duties assigned by the Superintendent of Schools.

G. Terms of Employment: Salary and work year to be determined annually.

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Elementary Secretary Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Elementary Secretary
- B. **Department:** Secretarial/ Clerical
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous experience working with computers is preferred. Non-certificated position.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, keep matters confidential as needed.
- F. **Essential Job Functions:** The primary responsibility of the elementary secretary is overall responsibility for all aspects of the building operation as directed by the building principal. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 1. Performs the usual office routines and practices associated with a busy office.
 2. Maintains and files student records appropriately.
 3. Responsible for maintaining student attendance records (don't drop from roster until confirmation is received that student is enrolled at another district).
 4. Contacts parents regarding student absences.
 5. Types correspondence, reports, handbooks, memos, and other delegated materials for the operation of the building.
 6. Assists the principal with the daily operation of the building.
 7. Assists the staff with Parent-Teacher conferences.
 8. Answers office telephones and responds to requests for appropriate information.
 9. Greets all visitors and directs them to the proper staff for assistance.
 10. Maintains and files all appropriate files and information necessary for building operation.
 11. Conduct fire drills and submit appropriate reports.
 12. Completes and submits all reports requested from the Superintendent's Office.

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13. Collects, receipts, and processes lunch funds and all monies accounted to the building for operation of programs.
 14. Communicates with the school nurse relating to medical assistance and the dispensing of medication to students.
 15. Assists students needing medical assistance.
 16. Calls and arranges substitute teachers.
 17. Handles the distribution of school mail.
 18. Sends daily lunch information to kitchen staff.
 19. Perform any other duties that may be assigned by the building principal.
- G. Terms of Employment:** 10-month position, two weeks before classes begin and one week after classes end, at-will employment paid on an hourly basis, Schedule and Time determined by Building Principal

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ELITE Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** ELITE Director of Mary Lynch after school program
- B. **Department:** Student Services
- C. **Education Level and Certification:** An Associate Degree in early childhood, education, or child/ youth development is preferred. A high school diploma or GED and 3000 clock hours of verifiable experience in organized group activities for school-age children as indicated by a positive reference from a former employer or supervisor may be accepted at administration discretion. Non-certificated position.
- D. **Reports to:** Mary Lynch Elementary Principal
- E. **Qualifications:** Experience in implementation of programs for youth. Strong interpersonal and supervisory skills, and the ability to work with others towards goals. Public relations skills and experience in working cooperatively with community groups.
- F. **Essential Job Functions:** The primary responsibility of the ELITE Director is to supervise ELITE teachers, paraprofessionals, and volunteers and complete the required paperwork for the 21st Century Grant. Other responsibilities are as follows (Additional duties as directed by the Mary Lynch Elementary Principal):
 - 1. Lead the after school and expanded learning team in an environment where they can support young people's opportunities for positive growth and development.
 - 2. Ensure that the program adheres to any organizational or grant requirements.
 - 3. Hire and supervise program staff.
 - 4. Assume responsibility for the building during after school hours.
 - 5. Oversee enrollment, recruitment, and data collection.
 - 6. Develop relationships and work with partner staff, families, and the local community
 - 7. Make presentations to the community, including local school board, businesses, and community organizations
 - 8. Meet regularly with program partners (the principal and/ or program partners)
 - 9. Work closely with and provide ongoing supervision to staff members (i.e. teachers, paraprofessionals, volunteers, community partners)
 - 10. Engage and support staff members in implementing program activities to achieve program goals

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11. Develop reports and oversee evaluation activities
12. Develop and track budgets
13. Secure donations and funding for the program
14. Develop or contribute to the development of and adherence to program policies and procedures
15. Analyze and apply information from periodic program evaluations
16. Coordinate the planning, development, and implementation of the program
17. Establish and maintain communication with members of partner agencies
18. Implement applicable district, agency, and grant policies and regulations
19. Assumes other duties and responsibilities as assigned by the Mary Lynch Principal and/ or program partners

G. Terms of Employment: Year-round, at-will employment paid on an hourly basis, Schedule and Time determined by the Mary Lynch Principal

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Food Services Assistant Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Food Services Assistant
- B. **Department:** Nutrition Services
- C. **Education Level and Certification:** High School Degree or GED preferred. Possess any required Food Handlers permit, in addition to any required or assigned certification or training. Previous food service experience, customer service experience, and cash handling experience preferred.
- D. **Reports to:** Food Services Director
- E. **Qualifications:** Familiar with food service programs in public schools. Physically able to perform all responsibilities of the job including but not limited to: stand/ walk most of the time, ability to lift up to 40 lbs. at one time and be able to push a cart loaded with food, and bend, reach, stoop, and kneel throughout employment. Must be patient, and kind to all children, and be courteous and helpful to those you work with. Effective time management and ability to work alone at times or with other personnel.
- F. **Essential Job Functions:** The primary responsibility of the Food Services Assistant is to assist with the production of food and sanitation at the district facility. Other responsibilities are as follows (Additional duties as directed by the Food Services Director):
 - 1. Prepares foods for fruit and vegetable bar, chef salads, condiment area, and after-school snacks in accordance with menu and appropriate HACCP processes.
 - 2. Maintain accurate production records to document all meal components.
 - 3. Maintain all appropriate HACCP documentation and records as directed by the Food Service Director.
 - 4. Prepare weekly a la carte order. At the junior/senior high school, keeps a la carte area and vending machines stocked and cleaned.
 - 5. Maintain high standard of sanitation in food preparation area and student center.
 - 6. Assists in keeping storage areas, refrigerators, and freezers organized and clean.
 - 7. Assists in keeping ovens, stovetops, and all equipment clean.
 - 8. Assists with daily kitchen cleanup including eating utensils, dishes, sweeping, and mopping.

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9. Assists with serving line setup and maintenance at breakfast and lunch and assists patrons as needed. Assist with serving as needed.
10. May have responsibility for some food preparation as needed.
11. Uses conventional and convection ovens, industrial dishwasher, conveyor toaster, mixer, slicer, and other equipment.
12. Serves food in accordance to portion control, serving times, temperatures, and appearance standards.
13. Operate point of sale touchscreen computer and handle cash and checks from patrons.
14. Direct compliance to safety and health standards as set forth by the Food Service Director, State and Federal Regulations on all activities directly assigned to them.
15. Other duties as assigned by the Food Service Director.

G. Terms of Employment: Approximately 36 week position, at-will employment paid on an hourly basis. Schedule and time determined by the Food Services Director

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Food Services Lead Job Description

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- A. **Job Title:** Food Services Lead
- B. **Department:** Nutrition Services
- C. **Education Level and Certification:** High School Degree or GED preferred. Possess any required Food Handlers permit, in addition to any required or assigned certification or training. Previous food service experience, customer service experience, and cash handling experience preferred.
- D. **Reports to:** Food Services Director
- E. **Qualifications:** Familiar with food service programs in public schools. Physically able to perform all responsibilities of the job including but not limited to: stand/ walk most of the time, ability to lift up to 40 lbs. at one time and be able to push a cart loaded with food, and bend, reach, stoop, and kneel throughout employment. Must be patient, and kind to all children, and be courteous and helpful to those you work with. Effective time management and ability to work alone at times or with other personnel.
- F. **Essential Job Functions:** The primary responsibility of the Food Services Lead is the oversight and supervision of the kitchen at the district facility. Other responsibilities are as follows (Additional duties as directed by the Food Services Director):
 - 1. Prepares daily menu items by using standardized recipes and in accordance with HACCP processes.
 - 2. Maintain accurate production records to document all meal components.
 - 3. Maintain all appropriate HACCP documentation and records as directed by the Food Service Director.
 - 4. Prepare weekly grocery order. Supervise and direct other kitchen staff as needed.
 - 5. Maintain high standard of sanitation in food preparation area and student center.
 - 6. Assists in keeping storage areas, refrigerators, and freezers organized and clean.
 - 7. Assists in keeping ovens, stovetops, and all equipment clean.
 - 8. Assists with daily kitchen cleanup including eating utensils, dishes, sweeping, and mopping.
 - 9. Assists with serving line setup and maintenance at breakfast and lunch and assists patrons as needed.
 - 10. May have responsibility for some food preparation as needed.

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11. Uses conventional and convection ovens, industrial dishwasher, conveyor toaster, mixer, slicer, and other equipment.
12. Serves food in accordance to portion control, serving times, temperatures, and appearance standards.
13. Operate point of sale touchscreen computer and handle cash and checks from patrons.
14. Direct compliance to safety and health standards as set forth by the Food Service Director, State and Federal Regulations on all activities directly assigned to them.
15. Other duties as assigned by the Food Service Director.

G. Terms of Employment: Approximately 36 week position, at-will employment paid on an hourly basis. Schedule and time determined by the Food Services Director

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Food Services Director Job Description

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- A. **Job Title:** Food Services Director
- B. **Department:** Nutrition Services
- C. **Education Level and Certification:** High School Degree or GED preferred. Possess any required Food Handlers permit, in addition to any required or assigned certification or training. Previous food service experience, customer service experience, and cash handling experience preferred.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Knowledge and expertise about food service in public schools. Administrative and management skills pertaining to personnel. Ability to supervise food service personnel and adhere to rules related to public school nutrition. Effective time management and ability to work alone at times or with other personnel.
- F. **Essential Job Functions:** The primary responsibility of the Food Services Director is the oversight of the food services for the district including its equipment, funding, inventory, and personnel. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Responsible for maintaining accurate records, completing applications, and submitting claims for all federal programs that the district operates. This includes NSLP, NSBP, SFSP, After School Snacks, and Special Milk Program.
 - 2. Responsible for maintaining accurate records and reports for the annual school audit as well as triennial administrative review.
 - 3. Responsible for the selection, assignment, dismissal, and evaluation of the food service staff.
 - 4. Supervises all food service personnel.
 - 5. Conducts food service in-service meetings.
 - 6. Responsible for maintaining appropriate sanitation standards.
 - 7. Conducts positive public relations and food service promotion with students, staff, and community.
 - 8. Assist school district business manager with record keeping.
 - 9. May have responsibility for some food preparation as needed.

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10. Maintains family meal account data through the school's student management system to ensure accuracy.
11. Recommends procedures for conducting the food service accounting system, including the collection of all funds owed to the district.
12. Responsible for the contact with all food service vendors.
13. Responsible for coordination of the co-op food purchasing procedures.
14. Orders the food and supplies as needed.
15. Assists the Superintendent and district business manager in the preparation of the food services budget.
16. Distributes, collects, and processes all federal free and reduced meal applications and completes annual verification report.
17. Counts, receipts, and deposits all monies received for school lunch programs.
18. Submits appropriate receipts and bills to district business manager.
19. Responsible for the training of personnel on food preparation, sanitation procedures, and recordkeeping.
20. Trains personnel to operate the school district lunch software and computers.
21. Develops procedures for the collection of all monies received for the lunch program.
22. Coordinates the operational procedures and arrangements for use of school kitchen facilities by outside groups.
23. Maintain up to date nutrition information for all foods served to assist school nurse with the medical needs of students.
24. Prepares and submits all state and federal reports.
25. Perform any other duties as assigned by the Superintendent.

G. Terms of Employment: Year-round, at-will employment paid on a monthly salary basis.

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1:1 High Needs Paraprofessional Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** 1:1 High Needs Paraprofessional
- B. **Department:** Special Education
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous experience working with high needs adolescents preferred. Non-certificated position.
- D. **Reports to:** Special Education Director
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Must be able to follow instructions and demonstrate personal initiative.
- F. **Essential Job Functions:** The primary responsibility of the 1:1 High Needs Paraprofessional is assisting students with high needs. Other responsibilities are as follows (Additional duties as directed by the Special Education Director):
 1. The position responsibilities will vary with the specific assistant assignment, but would likely be assigned from the following duties.
 2. Special education paraprofessionals assist students with special needs under the direction of a certified teacher. Paraprofessionals work in an inclusionary setting (i.e. least restrictive environment) as much as the student's Individual Education Plan allows.
 3. They may also work in specialized programs or on an individual basis with students requiring close supervision and special assistance. The paraprofessional may provide assistance with toileting needs, meal time, mobility, and recess for a student with special needs.
 4. Assist with or be responsible for student supervision on the playground, cafeteria, study hall, bus loading/ unloading and in conjunction with the teacher in the classroom.
 5. Perform any other duties that may be assigned by the certified teacher or administrator.

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- G. Terms of Employment:** 10-month position, at-will employment paid on an hourly basis, Schedule and Time determined by Special Education Director

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Instructional Coach/ Assessment Director Job Description

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- A. **Job Title:** Instructional Coach/ Assessment Director
- B. **Department:** Administration
- C. **Education Level and Certification:** A Bachelor's Degree or higher required, in addition to all other required or assigned certification and training; Masters degree or higher preferred. Must at all times of employment possess a Nebraska Administrative and Supervisory Certificate with such endorsements as required by NDE Rule 10.
- D. **Reports to:** Building Principal(s)
- E. **Qualifications:** Knowledge and expertise about assessment in the state of Nebraska. Administrative and management skills pertaining to personnel. Effective time management and ability to work alone at times or with other personnel. Facilitator of intellectual and professional development of teachers. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner.
- F. **Essential Job Functions:** The primary responsibility of the instructional coach/ assessment coordinator is to provide professional development to teachers, develop assessments and compile data. Other responsibilities are as follows (Additional duties as directed by the Building Principal(s)):
 - 1. Coordinate the school's professional development calendar in conjunction with the building principals.
 - 2. Responsible for leading professional development once a month at each facility on effective teaching strategies gleaned through up-to-date research in conjunction with the building principals.
 - 3. Responsible for new staff member mentor meetings once a month throughout the school year in conjunction with the building principals.
 - 4. Plan, develop, and coordinate schedule of assessments for 7-12 facility.
 - 5. Analyze, compile, and present assessment data to 7-12 staff members identifying strengths and gaps in the existing curriculum.
 - 6. Assist staff members with gathering, examination, and analysis of data to identify areas of strengths and gaps in the existing curriculum for teachers or groups of teachers.

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7. Keep current on research based instructional strategies and best practices with an emphasis on student engagement and learning.
8. Keep current on assessment trends and potential impacts for school district.
9. Assist the Building Principal(s) with student attendance as it relates to the instructional program.
10. Perform any other duties that may be assigned by the Building Principal(s).

G. Terms of Employment: Salary and work year to be determined annually.

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Junior/Senior High School Principal Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Junior/ Senior High School Principal
- B. **Department:** Administration
- C. **Education Level and Certification:** A Bachelor's Degree is required; Masters degree or higher preferred. Must at all times of employment possess a Nebraska Administrative and Supervisory Certificate with such endorsements as required by NDE Rule 10 and all other required or assigned certification and training.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Knowledge and expertise about education for secondary students. Administrative and management skills pertaining to personnel. Ability to supervise education personnel and adhere to rules related to Rule 10 or other applicable laws. Effective time management and ability to work alone at times or with other personnel. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner.
- F. **Essential Job Functions:** The primary responsibility of the junior/ senior high school principal is to be the chief administrator of the junior/ senior high school and serve in both a leadership and management role. The responsibilities of the Junior/ Senior High School Principal extend to all activities of the junior/ senior high school and all employees within the school are responsible to the junior/ senior high school principal. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 1. Responsible for the evaluation of teachers assigned to his/her building according to district personnel policies.
 2. The principal shall provide leadership in curriculum study selection and/or development of curriculum materials, implementation of adopted curriculum, and in the evaluation of such curriculum.
 3. Assigns teachers to appropriate subject area classes and assigns pupils, staff, and facilities to implement the schedule.
 4. Is responsible for the development, implementation, and enforcement of pupil personnel rules and regulations for students in his/her building. Prepares a student handbook for students, and distributes it to them at the start of each

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school year.

5. Assists in the development and helps implement district approved personnel policies for staff he/she supervises.
6. As a part of his/her public relations responsibilities, the principal shall coordinate the special appearances of students, press releases from his/her building and inter-school activities.
7. Coordinates and participates in the development of in-service education for the instructional staff.
8. The principal shall assist in the interviewing and selection of teachers, including substitute teachers and non-certified personnel.
9. The principal is encouraged to involve members from the community and parents in various study groups or advisory capacities when appropriate.
10. Coordinates with the district maintenance-custodial supervisor to maintain a school facility, which is attractive, pleasant, and a productive place in which to work and learn.
11. Responsible for developing and implementing a building procedure for the grading, evaluation of students and in reporting as appropriate to parents reports of student progress.
12. Responsible to see that the building maintains student cumulative records within federal, state and local board guidelines. Record maintenance shall include an accurate accounting of student attendance.
13. Submits any reports as required by the Superintendent of Schools.
14. Communicates and implements Board policy as interpreted through the Superintendent.
15. Directs the compliance of safety factors in his/her building by students and staff.
16. As directed by the Superintendent, oversees the care, cleaning, and regular maintenance and preventive maintenance of school-owned equipment, which is used, and in custody of his/her building.
17. Attends regular and special meetings of the Board of Education – as needed and/or requested.
18. Assists in the annual preparation of the budget as requested by the Superintendent.
19. Approves the requisitions and purchases made by staff personnel in his/her building.
20. Is an active member of the administrative team, performing duties as requested by the Superintendent.
21. Assists with the supervision of activities for K-12.
22. Coordinates all student and teacher orientation programs for the Junior/ Senior High School.
23. Responsible for attending meetings for the Special Education 7-12 students along with the special education teachers.
24. Evaluates all non-teaching staff under his supervision as per Board guidelines.
25. Performs any other duties assigned by the Superintendent of Schools.

G. Terms of Employment: Salary and work year to be determined annually.

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Librarian/ Media Specialist Job Description

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- A. **Job Title:** Librarian/ Media Specialist
- B. **Department:** Instruction
- C. **Education Level and Certification:** A Bachelor's Degree or higher is required. Must at all times of employment possess a Nebraska Teaching Certificate with a Library Media Specialist endorsement and such other endorsements as may be required by NDE Rules 10 and 24 and all other certification and training as required or assigned.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students, motivate students to develop skills, attitudes and knowledge, and continuously check the student's progress with the curriculum.
- F. **Essential Job Functions:** The primary responsibility of the librarian/ media specialist is to administer the school library and media program and facilitate/ encourage student and faculty use of all library materials and media equipment. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 - 1. Make recommendations on acquiring print and no-print educational and recreational materials and equipment.
 - 2. Maintain and organize print and non-print educational and recreational materials and equipment.
 - 3. Assist and encourage students to utilize the library facilities.
 - 4. Consult with faculty about curriculum support materials, assist faculty with personal utilization and class utilization of the library facilities.
 - 5. Accessibility to students and faculty maintained at the utmost.
 - 6. Recommend specific materials and equipment for purchase.
 - 7. Store, shelve, inventory, and arrange all materials and equipment.
 - 8. Catalog, process, clean, repair, and maintain all materials and equipment.

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9. Organize circulation of equipment and materials to staff and students.
10. Train and supervise all Library Assistants.
11. Ensure the library is meeting Rule 10 requirements by keeping up to date on subscriptions for periodicals and ordering new materials as necessary.
12. Performs any other duties assigned by the Building Principal.

G. Terms of Employment: Salary and work year to be determined annually.

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Maintenance Worker Job Description

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- A. **Job Title:** Maintenance
- B. **Department:** Building and Grounds
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous maintenance experience preferred. Non-certificated position.
- D. **Reports to:** Director of Building and Grounds
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Must be able to lift 50 lbs at one time and transport that weight 30 ft in addition to being able to stand or walk for long periods of time. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Must be able to follow instructions and demonstrate personal initiative.
- F. **Essential Job Functions:** The primary responsibility of the Maintenance Worker is the repair and maintenance of district facilities and grounds. Other responsibilities are as follows (Additional duties as directed by the Building and Grounds Director):
 1. Repair and replace equipment or items as needed
 2. Notifies supervisor of equipment or facilities in need of repair or replacement if beyond their capability
 3. Replaces light bulbs as needed
 4. Moves furniture in district facilities as needed
 5. Pick up trash around district facilities and grounds
 6. Assists other staff members with maintenance needs
 7. Assists in setting up for conferences, meetings, or activities
 8. Keep maintenance records as requested
 9. Assists with inventory of custodial equipment and supplies
 10. Assists with maintenance of heating plants
 11. Assists with electrical, plumbing, painting, and other maintenance work within their ability
 12. Shovel snow
 13. Operate equipment as assigned and trained
 14. Assist with maintenance of grounds
 15. Mow, trim, and spray lawns and fields as needed

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16. Other related work as required or instructed by the building principal or Director of Transportation
17. Other duties as assigned by the Director of Building and Grounds

G. Terms of Employment: Year-round, at-will employment paid on an hourly basis, Schedule and Time determined by Director of Building and Grounds

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Paraprofessional Job Description

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- A. **Job Title:** Paraprofessional
- B. **Department:** Instruction
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Previous experience working with adolescents preferred. Non-certificated position.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Must be able to follow instructions and demonstrate personal initiative.
- F. **Essential Job Functions:** The primary responsibility of the paraprofessional is instructional assistance for staff and students in the assigned area. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 - 1. The position responsibilities will vary with the specific assistant assignment, but would likely be assigned from the following duties.
 - 2. Assist with or be responsible for student supervision on the playground, cafeteria, study hall, bus loading/ unloading and in conjunction with the teacher in the classroom
 - 3. Provide assistance to individual or small groups of students with the teacher assigned learning activities.
 - 4. Assist a physically or mentally handicapped student(s) with special needs the student(s) may have.
 - 5. Prepare materials for use in the classroom or for administrative needs.
 - 6. Check student assignments.
 - 7. Perform any other duties that may be assigned by the certified teacher or administrator.
- G. **Terms of Employment:** 10-month position, at-will employment paid on an hourly basis, Schedule and Time determined by Special Education Director

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School Counselor Job Description

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- A. **Job Title:** School Counselor
- B. **Department:** Instruction
- C. **Education Level and Certification:** A Bachelor's Degree is required; Masters degree or higher preferred. Must at all times of employment possess a Nebraska Teaching Certificate with a School Guidance Counselor endorsement and such other endorsements as may be required by NDE Rules 10 and 24; or a Nebraska HHS certificate as a Certified Social Worker and/ or Licensed Mental Health Practitioner, and all other required certification and training.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students, motivate students to develop skills, attitudes and knowledge, and counsel students regarding educational issues and personal, social, or behavior problems.
- F. **Essential Job Functions:** The primary responsibility of the school counselor is to oversee the counseling program and counsel students on personal, social, or behavioral problems impacting their education. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 - 1. Counsel students regarding educational issues such as school adjustment, truancy, study habits, and career planning.
 - 2. Counsel students to help them understand and overcome personal, social, or behavioral problems affecting their educational or personal situations.
 - 3. Maintain accurate and complete student records as required by laws, district policies, and administrative regulations and directives.
 - 4. Confer with parents or guardians, teachers, other counselors, and administrators to resolve students' behavioral, academic, and other problems. Utilize resources to effectively communicate with others with different communication abilities

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(e.g. non-English speaking, hearing impaired).

5. Provide crisis intervention to students when difficult situations occur at school.
6. Identify cases involving domestic abuse or other family problems affecting students' development.
7. Prepare students for later educational experiences by encouraging them to explore learning opportunities and to persevere with challenging tasks.
8. Provide students with information on such topics as college degree programs and admission requirements, financial aid opportunities, trade and technical schools, and apprenticeship programs.
9. Plan and conduct orientation programs and group conferences to promote the adjustment of students to new life experiences such as starting college or a new grade level.
10. Assess needs for assistance such as rehabilitation, financial aid, or additional vocational training and refer students to the appropriate services.
11. Review transcripts, evaluate students' educational abilities and developmental levels and communicate with students and parents or guardians to ensure students meet graduation or college entrance requirements, readiness to move up a grade level or placed in appropriate educational programs.
12. Provide special services such as alcohol and drug prevention programs, anti-bullying programs, and classes that teach students to handle conflicts without resorting to violence.
13. Plan and promote career and employment -related programs such as work experience programs.
14. Address community groups, faculty, and staff members to explain available counseling services as needed.
15. Performs any other duties assigned by the Building Principal.

G. Terms of Employment: Salary and work year to be determined annually.

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Kimball Public Schools School Nurse Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** School Nurse
- B. **Department:** Health Services
- C. **Education Level and Certification:** Graduate of an accredited school of nursing. Must possess an unrestricted license to practice nursing in the State of Nebraska at all times during employment. Must be certified in Basic Life Support or Cardiopulmonary Resuscitation. Previous experience in the Early Periodic Screening, Diagnosis, and Treatment (EPSDT) Program is preferred. Certificated position.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Responsible for appropriate assessment, planning, intervention, evaluations, management, and/or referral activities; serves as the direct link between physicians, families, and community agencies to assure access and continuity of health care for students. Able to provide relevant instructions, counseling, and guidance to students, parents, staff and others concerning related health issues. Uphold professional standards, the state Nurse Practice Act, and other state and local statutes and regulations applicable to school nursing.
- F. **Essential Job Functions:** The primary responsibility of the School Nurse is protecting and promoting the health and well-being of students and staff. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Responsible for and conducts or supervises all health screening programs.
 - 2. Establishes referral and follow-up procedures for all students identified with health concerns.
 - 3. Reports to the parents, school personnel, physicians, clinics, and other agencies on school health matters.
 - 4. Maintains up-to-date cumulative immunization and health records on all students.
 - 5. Assumes responsibility for the management and care of students or staff members who become ill or injured on campus during regular school hours.
 - 6. Serve as a teaching resource when appropriate to further the instructional programs related to health. Will assist in developing/ writing the district's health education curriculum.

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7. Advises staff and parents of possible modifications of the educational program to meet special health needs of individual regular and special education students. Shall be an active participant on school student assistant teams, when appropriate.
8. Assist in environmental health and accident prevention.
9. Assist in the evaluation of the total school health program.
10. Participates as an integral member of the interdisciplinary team(s) and faculty committees.
11. In continuing education programs to increase knowledge, update skills, and maintain certification.
12. Responsible for training and supervising all school staff members performing school health procedures, (e.g. medication administration first aide, etc.)
13. Develops an individualized health care plan for students with significant health conditions. The nurse provides or supervises nursing care procedures for all special needs children.
14. Makes home visits as necessary.
15. Provides in-service programs for school personnel regarding health-related issues.
16. Other duties as assigned by the Superintendent.

G. Terms of Employment: Year-round contract, paid on a monthly salary basis.

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Special Education Teacher Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Special Education Teacher
- B. **Department:** Special Education
- C. **Education Level and Certification:** A Bachelor's Degree is required. Must at all times of employment possess a Nebraska Teaching Certificate with special education endorsement appropriate for the instructional responsibility (grade level and disability) assigned to the teacher as required by NDE Rule 24 and 51, in addition to all other required or assigned certification and training.
- D. **Reports to:** Special Education Director and/or Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students, motivate students to develop skills, attitudes and knowledge, and continuously check the student's progress with the curriculum and/ or IEP.
- F. **Essential Job Functions:** The primary responsibility of the special education teacher is to provide instruction to special education students per his/her IEP and to assist and encourage students to be successful in school and personal achievement. Other responsibilities are as follows (Additional duties as directed by the Special Education Director and/or Building Principal):
 - 1. Help and encourage students to develop efficient learning skills and work habits.
 - 2. Responsible for writing all IEP's and Transition plans.
 - 3. Initiates and schedules all IEP conferences.
 - 4. Makes recommendations to assist the administration in following state and federal regulations as given in LB94-192, Rule 51, and any other guidelines for special education students.
 - 5. Works with school administration to develop and implement programs, policies, and regulations for school-wide improvement.
 - 6. Provides copies of the IEP and Parent Rights to the parents at the IEP meetings.

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7. Keeps parents and teachers informed on student progress and concerns.
8. Responds to parental concerns when expressed.
9. Create a climate in which students are encouraged to display initiative and assume a personal responsibility for learning.
10. Promotes student self-control and responsibility.
11. Models self-discipline and responsibility.
12. Respects the confidentiality of students.
13. Uses sensitivity in relating to students.
14. Have respect, understanding, and empathy for all students.
15. Is considerate of all pupil needs.
16. Demonstrates an interest in the student as a total individual.
17. Demonstrates effective communication skills to students.
18. Demonstrates professional ethics.
19. Performs any other duties assigned by the Special Education Director and/or Building Principal.

G. Terms of Employment: Salary and work year to be determined annually.

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Special Education Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Special Education Director
- B. **Department:** Special Education
- C. **Education Level and Certification:** A Bachelor's Degree is required, in addition to all other required or assigned certification and training; Masters degree or higher preferred. Must at all times of employment possess a Nebraska Administrative and Supervisory Certificate with such endorsements as required by NDE Rule 10 and 51.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Knowledge and expertise about special education in the state of Nebraska. Administrative and management skills pertaining to personnel. Ability to supervise special education personnel and adhere to rules related to Rule 51, Section 504, or other applicable laws. Effective time management and ability to work alone at times or with other personnel. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner.
- F. **Essential Job Functions:** The primary responsibility of the special education director is to encourage, assist, and direct every member of the staff in the school district's special education/ PreK programs and procedures. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Responsible for the evaluation of teachers assigned to his/her departments according to district personnel policies.
 - 2. Responsible for the evaluation of special education/ PreK/ ELL/ RTI paras with input from the teachers.
 - 3. Coordinate the school district's special education/ PreK programs.
 - 4. Work in conjunction with the superintendent and/or building principals in the hiring of special education/ PreK staff both certified and classified.
 - 5. Shall attend student IEP/MDT meetings or assign a staff member to be the school representative at IEP/MDT meetings.
 - 6. Provide special education/ PreK in-servicing activities for staff in all buildings.
 - 7. Assist teachers and administrators in the performance of their duties as related to special education/ PreK.

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8. Assist teachers and administrators in the appropriate recording and tracking of special education/ PreK information necessary to meet state and district requirements.
9. Complete all reports and submit them to the appropriate agencies to meet state requirements. Reports include but are not limited to the following: SESIS, IDEA Part B, Flex Funding, SPED Curriculum Reports, Fall Financial Report for School Age, SPED Discipline Reports, SRS, SPED Transportation Reports, Neb/Mac, and all other special education/ PreK reports.
10. Keep the Superintendent and building principals aware of the requirements and needs of the district's special education/ PreK programs.
11. Provide leadership in the development of Birth to 21 special education/ PreK programs and procedures for the district.
12. Attend workshops and meetings to keep informed of the necessary information required to successfully perform the special education/ PreK duties and responsibilities.
13. Perform any other duties that may be assigned by the Superintendent.

G. Terms of Employment: Salary and work year to be determined annually.

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Speech Language Pathologist (Birth to 21) Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Speech Language Pathologist (Birth to 21)
- B. **Department:** Special Education
- C. **Education Level and Certification:** Masters degree in Speech Language Pathology required. Must possess at all times during employment a Nebraska Teaching Certificate with a speech endorsement and such other endorsements as may be required by NDE Rules 10 and 24 or state licensure by the Nebraska Licensure Board, in addition to all other required or assigned certification and training.
- D. **Reports to:** Special Education Director
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students, motivate students to develop skills, attitudes and knowledge within the realm of speech.
- F. **Essential Job Functions:** The primary responsibility of the speech language pathologist (birth to 21) is to administer, supervise, and coordinate the Birth to 21 Speech and Language programs for the school district including the needs of pre-kindergarten students. Other responsibilities are as follows (Additional duties as directed by the Special Education Director):
 1. Keeps required records and files for all students involved in or tested for speech or language assistance.
 2. Evaluate hearing and speech/ language test results and medical or background information to diagnose and plan services for speech, language, fluency, voice, and other speech language disorders.
 3. Administer hearing or speech and language evaluations, tests, or examinations to students to collect information on type and degree of impairments, using written and oral tests and special instruments.
 4. Provides goal-based remediation to individual or groups of students.
 5. Periodically re-assesses children's progress in achieving the designated goals.

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6. Consults with parents and staff to help them understand the benefits of receiving speech and language services.
7. Participates in the district-level or building level diagnostic/ educational team meetings in assessing, or reviewing programs for students.
8. Determines the length and type of services for students participating in the program.
9. Participates in professional development meetings, workshops, and seminars in order to keep abreast of changes in their field.
10. Consult with and advise educators and other professionals on speech or hearing topics, such as communication strategies or speech and language stimulation.
11. Provides training/ information to teachers to assist in identifying students who may need special services.
12. Plan, develop, manage, and evaluate the total speech and language program.
13. Advises the administration on budget needs for the program.
14. Prepares and submits district and state reports for speech and language services.
15. Provide counseling sessions with parents to help them understand their child's needs and how they can help at home. Refer the parents and the student as appropriate to additional educational or professional services if needed.
16. Perform any other duties as assigned by the Special Education Director.

G. Terms of Employment: Salary and work year to be determined annually.

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Kimball Public Schools Teacher Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Teacher
- B. **Department:** Instruction
- C. **Education Level and Certification:** A Bachelor's Degree is required. Must at all times of employment possess a Nebraska Teaching Certificate with such endorsements as required by NDE Rule 10 and all other certification and training as required or assigned.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students, motivate students to develop skills, attitudes and knowledge, and continuously check the student's progress with the curriculum.
- F. **Essential Job Functions:** The primary responsibility of the teacher is the development and delivery of grade level/ subject area learning materials to students, and ensuring all students have the opportunity to learn in the classroom. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 - 1. Plan a program of study that, as much as possible, meets individual needs, interests, and abilities of students.
 - 2. Creates a classroom environment that is conducive to learning and appropriate to the maturity and interest of students.
 - 3. Guides the learning process toward the achievement of curriculum goals, and in harmony with the goals, establishes clear objectives for all lesson units, projects and the like to communicate these objectives to students.
 - 4. Employs instructional methods and materials that are appropriate for meeting stated objectives.
 - 5. Assesses the accomplishments of students on a regular basis and provides progress reports as required.

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6. Utilizes state and system-wide test results and local school profiles for developing and improving the instructional program for all students assigned to the teacher.
7. Completes reports, documentation, grading duties, assessments and other assignments in an acceptable manner.
8. Incorporates the use of technology into instruction in an appropriate manner.
9. Develops and implements appropriate instructional activities to increase student achievement.
10. Provides accommodations and modifications for students with an Individual Education or 504 Plan.
11. Assists the district's specialists in identifying and working with students with special needs.
12. Maintains confidentiality of sensitive information and material.
13. Counsels with colleagues, students, and parents on a regular basis.
14. Assists the administration implementing all policies and/or rules governing student life and conduct, and , for the classroom, develops reasonable rules of classroom behavior and procedure and maintains order in the classroom in a fair and just manner.
15. Plans and supervises purposeful assignments for paraprofessionals and/or volunteers.
16. Provides for his/her professional growth through an ongoing program of reading, workshops, seminars, conferences and/or advance course work at institutions of higher learning in accordance with district policies and procedures.
17. Attends staff meetings and serves on staff committees as required.
18. Makes provisions for being available to students and parents for educational related purposes during the instructional day.
19. Works to establish and maintain open lines of communication with students and their parents concerning both the academic and behavioral progress of all assigned students.
20. Maintains a pattern of prompt and regular attendance.
21. Maintains a clean, attractive, and educational classroom environment.
22. Is responsible for building-wide supervision of students at all times.
23. Maintains a up-to-date inventory of al equipment and materials within the assigned area.
24. Complies with school, system, state, and federal regulations and policies.
25. Maintains a professional appearance as appropriate for job responsibilities.
26. Submit lesson plans as required by building principal
27. Perform any other duties that may be assigned by the building principal.

G. Terms of Employment: Salary and work year to be determined annually.

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Technology Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Technology Director
- B. **Department:** Technology
- C. **Education Level and Certification:** Bachelor's degree or higher in computer science, instructional technology, or business preferred. Non-certificated position. Previous technology and experience in a school setting preferred.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Knowledge and expertise about technology in public schools including but not limited to: networks and wireless topologies, servers, servicing network server hardware, backup software and recovery, Windows operating systems, Windows Active Directory, DNS, and SCCM, hardware/ software troubleshooting skills, VMWare, VOIP, and MDM. Effective time management and ability to work alone at times or with other personnel.
- F. **Essential Job Functions:** The primary responsibility of the Technology Director is to plan, develop, implement, direct, review, and evaluate the programs and activities related to instructional and information technology under the general direction of the superintendent. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Provide technology in-servicing activities for staff in district facilities.
 - 2. Serve as a teacher consultant in assisting them to infuse technology into their classrooms.
 - 3. Work with the local ESU in the area of workshops and seminars on technology.
 - 4. Develop and manage the inventory for all District technology equipment.
 - 5. Attend workshops and seminars relevant to the operation and maintenance of LAN's, troubleshooting of equipment, and care of minor hardware and software problems.
 - 6. Serve as the Administrator of the District's LAN's including placement of users on the networks and Distance Learning.
 - 7. Assist staff in the installation of software on LAN's and computers.
 - 8. Coordinate or provide the maintenance and repair of District's technology equipment.

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9. Serve as the Webmaster or have a designee for any school District website.
10. Troubleshoot or assist in troubleshooting network and router problems.
11. Install or assist with the installation of any network cabling, equipment or classroom technology.
12. Make recommendations on network and computer security.
13. Develop and maintain product knowledge on software and related technology used in the school system.
14. Recommend/ coordinate the purchases of hardware and software for the district.
15. Coordinate grant writing for technology for the district.
16. Update the district technology plan on a yearly basis with the state department of education.
17. Maintain and administer all aspects of the E-rate program.
18. Maintain and administer the telecommunication system and district student information system.
19. Complete and submit state reports (NSSRS) as directed.
20. Perform any other duties as assigned by the Superintendent.

G. Terms of Employment: Year-round, at-will employment paid on a monthly salary basis.

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Title I Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Title I Director
- B. **Department:** Instruction
- C. **Education Level and Certification:** A Bachelor's Degree is required. Must at all times of employment possess a Nebraska Teaching Certificate with such endorsements as required by NDE Rule 10 and all other certification and training as required or assigned.
- D. **Reports to:** Building Principal
- E. **Qualifications:** Effective time management and ability to work alone at times or with other personnel. Ability to be patient and kind to other staff and students in the district as well as maintain good personal hygiene. Exhibit ability to work with staff, students, parents, and general public in a positive, friendly, and personable manner. Must be able to follow instructions, demonstrate personal initiative, and keep matters confidential as needed. Ability to develop effective rapport with students, motivate students to develop skills, attitudes and knowledge, and evaluate students progress within the Title I realm.
- F. **Essential Job Functions:** The primary responsibility of the Title I Director is to administer and supervise all aspects of the Title I program. Other responsibilities are as follows (Additional duties as directed by the Building Principal):
 - 1. Coordinate and provide strategic math and reading instruction and/or interventions to meet the individual needs of students.
 - 2. Work effectively and cooperatively with community, parents, teachers, administrators and support staff.
 - 3. Assist regular education teachers in analyzing and determining the academic needs of individual students.
 - 4. Complete the district Title 1 paperwork and responds to requests and deadlines in an accurate, timely manner.
 - 5. Assists the general education teachers in the Dibels testing process as well as analyzing the data to increase our students' achievement.
 - 6. Educate the Kindergarten to 3rd-grade teachers about the Nebraska Reading Improvement Act.
 - 7. Holds all applicable Title I meetings in accordance with Nebraska rules and regulations.

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8. Assists with the completion of the Title I audit and ESSA grants as needed.
9. Participates in professional development meetings, workshops, and seminars in order to keep abreast of changes in their field.
10. Attends staff meetings and serves on staff committees as required.
11. Perform any other duties as assigned by the Building Principal.

G. Terms of Employment: Salary and work year to be determined annually.

Kimball Public Schools

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Transportation Director Job Description

It is the policy of Kimball Public Schools to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Superintendent.

- A. **Job Title:** Transportation Director
- B. **Department:** Transportation
- C. **Education Level and Certification:** A high school diploma or equivalent is preferred. Current CDL with a school bus endorsement. Non-certificated position.
- D. **Reports to:** Superintendent
- E. **Qualifications:** Knowledge and expertise about bus mechanics. Administrative and management skills pertaining to personnel. Ability to supervise transportation personnel and adhere to rules related to public school transportation. Effective time management and ability to work alone at times or with other personnel.
- F. **Essential Job Functions:** The primary responsibility of the Transportation Director is the oversight of the transportation services for the district including its vehicles and personnel. Other responsibilities are as follows (Additional duties as directed by the Superintendent):
 - 1. Establishes each year the district bus routes to pick up and deliver students.
 - 2. Develops and distributes route maps as appropriate, including to county officials.
 - 3. Study and become thoroughly knowledgeable of all state and federal laws pertaining to school buses.
 - 4. Observe the total transportation program and make recommendations to the Superintendent for its improvement. Works with county officials concerning road maintenance matters.
 - 5. Recruit, recommend, and carry out selection or dismissal of all transportation personnel.
 - 6. Conduct an in-service for all transportation personnel as necessary. Conduct monthly driver meetings.
 - 7. Coordinates the inspection of and assumes the responsibility for the official and safe operation of school buses and other school vehicles assigned to the transportation department.
 - 8. Be familiar with all state regulations for equipment and aid in the development of such local specifications as are necessary.

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9. Be prepared to make recommendations concerning possible school closing or early dismissal due to road conditions and other safety factors affecting transportation.
10. Investigate requests and complaints concerning any aspect of school transportation.
11. Establish a system for the maintenance and repair and coordinate necessary bus maintenance and repair work on school vehicles. Keep records or maintenance on all vehicles.
12. Assign extra-curricular buses and drivers. Schedule use of school-owned vehicles in cooperation with Superintendent and others responsible for planning special school trips.
13. Complete a monthly transportation report as directed by the Superintendent.
14. Assist in solving discipline problems occurring on school buses. Generally, the Transportation Director receives initial referrals.
15. Attends appropriate administrative and board meetings.
16. Develop specifications for the process or bidding the purchases of al school vehicles. Coordinates the bidding process with dealers.
17. Develop specifications for receiving bids for the purchase of fuels, tires, and other related transportation accessories as necessary.
18. Reconciles all transportation fuel bills for the district.
19. Keep accurate records for state reporting and payroll.
20. Generate mileage agreements with patrons as needed.
21. Perform all required inspections.
22. Keep fuel tax exemptions current.
23. Other duties as assigned by the Superintendent.

G. Terms of Employment: Year-round, at-will employment paid on a monthly salary basis.

Policy 1001.02

COMMUNITY RELATIONS

1001.02

Parental Involvement in Education

Pursuant to LB 1161, it shall be the policy of the Kimball Public Schools to involve parents in the schools while acknowledging the rights of parents to have access to the schools, and information about testing, curriculum, programs, and their own child.

To the extent practical, Kimball Public Schools provides accessibility and opportunities for the participation of parents with disabilities, limited English proficiency, and migratory children, including providing information and reports in a manner, format, and language that such parents can use and understand.

The Kimball Schools shall seek to involve and inform parents in ways, such as but not limited to, the following:

- Scheduled parent-teacher conferences.
- Serving on strategic planning committees.
- Serving on classroom or other topical committees.
- Sponsoring and inviting parents to special educational seminars/presentations.
- Encouraging parental visits in school.
- Opening our school to parents to attend school activities and having special recognition nights for parents.
- Using parents to help sponsor on class trips or activities.
- Including parent contact as part of teacher evaluation.
- Publish annually a report to parents & patrons.

In addition, the district acknowledges certain rights parents/guardians shall have relative to accessing information regarding the school, its materials, its curriculum, testing data, and the parent/guardian's individual child's performance and records. These rights shall be as follows:

1. As provided by federal law, parents may access all records pertaining to their children who are under the age of 18. For children who are over the age of 18, access may be with the agreement of the student.
2. Parents may check out for a period of 14 days copies of available textbooks used in the curriculum of the Kimball Public Schools. Such books must be returned in substantially the same condition as when they were borrowed. If books are damaged or damaged beyond use, the cost for repairs or new replacement shall be assessed.
3. Parents may review curriculum documents, media materials, and other such materials during the regular working hours. Notice of five working days to provide such materials for review

- shall be required. Board of Education Policy shall govern complaints relative to the appropriateness of instructional materials, and procedures and forms for parents to request the reconsideration of instructional or media materials will be provided.
4. Upon written request, within three days, submitted to the building principal by the parent/guardian, children shall be excused from specific surveys, standardized testing, instructional sessions, or other school experiences which the parent or guardian finds as objectionable. The request shall include the reason or reasons the parent or guardian finds the material to be objectionable. An alternative lesson or assignment may be provided in appropriate situations where a child would be excused from a specific instructional session, or survey, or standardized test.
 5. Parents may upon any reasonable advanced written request, upon a school provided form, attend and monitor courses, assemblies, counseling sessions, and other instructional activities, unless such attendance would substantially interfere with a legitimate school interest.
 6. A standardized testing program to meet requirements of state standards and assessments is established for the district. School wide results of the standardized testing programs are part of the annual report to parents and patrons. In addition, a parent report is provided to the student's parent/guardian which provides the individual student profile and data as to the student's test performance. Test data is also recorded in the student's cumulative record. Upon request by the parent/guardian, the district will provide a time and date upon which a parent may review a sample of the test.
 7. This policy shall be adopted following a formal public hearing and reviewed on an annual basis and either altered or reaffirmed by the board following a public hearing.

Ref LB 1161 -- State Statute

Adopted: August 11, 2003
Reviewed: June 12, 2017
June 11, 2018
June 10, 2019
June 8, 2020

Policy 1001.02

COMMUNITY RELATIONS

1001.02

Parental Involvement in Education

Pursuant to LB 1161, it shall be the policy of the Kimball Public Schools to involve parents in the schools while acknowledging the rights of parents to have access to the schools, and information about testing, curriculum, programs, and their own child.

To the extent practical, Kimball Public Schools provides accessibility and opportunities for the participation of parents with disabilities, limited English proficiency, and migratory children, including providing information and reports in a manner, format, and language that such parents can use and understand.

The Kimball Schools shall seek to involve and inform parents in ways, such as but not limited to, the following:

- Scheduled parent-teacher conferences.
- Serving on strategic planning committees.
- Serving on classroom or other topical committees.
- Sponsoring and inviting parents to special educational seminars/presentations.
- Encouraging parental visits in school.
- Opening our school to parents to attend school activities and having special recognition nights for parents.
- Using parents to help sponsor on class trips or activities.
- Including parent contact as part of teacher evaluation.
- Publish annually a report to parents & patrons.

In addition, the district acknowledges certain rights parents/guardians shall have relative to accessing information regarding the school, its materials, its curriculum, testing data, and the parent/guardian's individual child's performance and records. These rights shall be as follows:

1. As provided by federal law, parents may access all records pertaining to their children who are under the age of 18. For children who are over the age of 18, access may be with the agreement of the student.
2. Parents may check out for a period of 14 days copies of available textbooks used in the curriculum of the Kimball Public Schools. Such books must be returned in substantially the same condition as when they were borrowed. If books are damaged or damaged beyond use, the cost for repairs or new replacement shall be assessed.
3. Parents may review curriculum documents, media materials, and other such materials during the regular working hours. Notice of five working days to provide such materials for review

- shall be required. Board of Education Policy shall govern complaints relative to the appropriateness of instructional materials, and procedures and forms for parents to request the reconsideration of instructional or media materials will be provided.
4. Upon written request, within three days, submitted to the building principal by the parent/guardian, children shall be excused from specific surveys, standardized testing, instructional sessions, or other school experiences which the parent or guardian finds as objectionable. The request shall include the reason or reasons the parent or guardian finds the material to be objectionable. An alternative lesson or assignment may be provided in appropriate situations where a child would be excused from a specific instructional session, or survey, or standardized test.
 5. Parents may upon any reasonable advanced written request, upon a school provided form, attend and monitor courses, assemblies, counseling sessions, and other instructional activities, unless such attendance would substantially interfere with a legitimate school interest.
 6. A standardized testing program to meet requirements of state standards and assessments is established for the district. School wide results of the standardized testing programs are part of the annual report to parents and patrons. In addition, a parent report is provided to the student's parent/guardian which provides the individual student profile and data as to the student's test performance. Test data is also recorded in the student's cumulative record. Upon request by the parent/guardian, the district will provide a time and date upon which a parent may review a sample of the test.
 7. This policy shall be adopted following a formal public hearing and reviewed on an annual basis and either altered or reaffirmed by the board following a public hearing.

Ref LB 1161 -- State Statute

Adopted: August 11, 2003
Reviewed: June 12, 2017
June 11, 2018
June 10, 2019
June 8, 2020

STUDENT ACTIVITIES

Student Fees

The board realizes some activities may require additional expenditures which are properly to be borne by students as a separate charge. Such charges may be waived as specified below depending upon the student's eligibility for the free and reduced-price lunch program. (In other special cases where the parent/guardian requests that the student be exempted from charges, the superintendent shall determine granting of waivers.) No fees, specialized or nonspecialized attire or equipment shall be required of students outside this policy. This policy does not apply to tuition payments by nonresident students.

For the purposes of this policy, the following definitions shall apply:

1. Extracurricular activities means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district;
2. Postsecondary education costs means tuition and other fees associated with obtaining credit from a postsecondary educational institution.

The district may charge student fees or require students to provide specialized equipment or attire in the following areas:

1. Participation in extracurricular activities, including extracurricular music courses;
2. Admission fees and transportation charges for spectators attending extracurricular activities;
3. Postsecondary education costs, limited to tuition and fees associated with obtaining credits from the postsecondary institution;
4. Transportation fees for option students not qualifying for free lunches and nonresident students as allowed by state statute;
5. Copies of student files or records as allowed by state statute;
6. Reimbursement to the district for property lost or damaged by the student;
7. Before-and-after-school or pre-kindergarten services in accordance with state statute;
8. Summer school or night school;
9. Breakfast and lunch programs.

The district may also require students to furnish musical instruments for participation in optional music courses that are not extracurricular activities. Students qualifying for free or reduced-price lunches shall be provided with a musical instrument of the school's choice.

Waivers shall be provided to students who qualify for free or reduced-price lunches for fees, specialized equipment and specialized attire required for participation in extracurricular activities.

The superintendent may establish a Student Fee Fund and ensure that funds collected as fees for the following purposes are properly recorded and deposited to it:

- . Participation in extracurricular activities;
- . Postsecondary education costs; and
- . Summer school or night school.

The superintendent shall promulgate regulations outlining the purposes for which fees in these three areas are collected and shall ensure such fees are spent for those purposes.

The superintendent shall promulgate regulations to be published annually in the student handbook authorizing and governing:

1. Any nonspecialized clothing required for specified courses and activities;
2. Any personal or consumable items a student will be required to furnish for specified activities; and
3. Any specialized equipment or specialized attire which a student will be required to provide for any extracurricular activity, including extracurricular music courses.

The superintendent shall also promulgate regulations authorizing and governing the following areas:

1. All fees to be collected within the nine numbered areas of the third paragraph of this policy;
2. Any other types of specialized equipment or attire to be provided by all students in the nine numbered areas of the third paragraph of this policy;
3. Procedures and forms for students or parent/guardians to apply for waivers under this policy;
4. Deadlines for waivers for all types of fees;
5. Procedures for the handling of fees for students receiving postsecondary education credits;
6. Procedures for handling of fees related to summer school or night school;
7. Attendance requirements and procedures in connection with evening, weekend or summer use of facilities related to all extracurricular activities to avoid conflict with this policy.

The maximum dollar amount of each fee must be specified as part of the administrative procedures policy.

Public concerns or complaints regarding required fees, attire or equipment shall be addressed under Policy 1001.02, Public Involvement.

This policy will be reviewed and re-adopted annually at a regular or special meeting of the board. This shall include a review of the amount of money collected under this policy and the use of waivers as provided by this policy. The policy shall be published in the student handbook provided at no cost to each household.

Adopted: September 13, 2004

Reviewed: June 12, 2017

June 11, 2018

Amended: June 10, 2019

Reviewed: June 8, 2020

STUDENT ACTIVITIES

Student Fees

The board realizes some activities may require additional expenditures which are properly to be borne by students as a separate charge. Such charges may be waived as specified below depending upon the student's eligibility for the free and reduced-price lunch program. (In other special cases where the parent/guardian requests that the student be exempted from charges, the superintendent shall determine granting of waivers.) No fees, specialized or nonspecialized attire or equipment shall be required of students outside this policy. This policy does not apply to tuition payments by nonresident students.

For the purposes of this policy, the following definitions shall apply:

1. Extracurricular activities means student activities or organizations which are supervised or administered by the school district, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the school district;
2. Postsecondary education costs means tuition and other fees associated with obtaining credit from a postsecondary educational institution.

The district may charge student fees or require students to provide specialized equipment or attire in the following areas:

1. Participation in extracurricular activities, including extracurricular music courses;
2. Admission fees and transportation charges for spectators attending extracurricular activities;
3. Postsecondary education costs, limited to tuition and fees associated with obtaining credits from the postsecondary institution;
4. Transportation fees for option students not qualifying for free lunches and nonresident students as allowed by state statute;
5. Copies of student files or records as allowed by state statute;
6. Reimbursement to the district for property lost or damaged by the student;
7. Before-and-after-school or pre-kindergarten services in accordance with state statute;
8. Summer school or night school;
9. Breakfast and lunch programs.

The district may also require students to furnish musical instruments for participation in optional music courses that are not extracurricular activities. Students qualifying for free or reduced-price lunches shall be provided with a musical instrument of the school's choice.

Waivers shall be provided to students who qualify for free or reduced-price lunches for fees, specialized equipment and specialized attire required for participation in extracurricular activities.

The superintendent may establish a Student Fee Fund and ensure that funds collected as fees for the following purposes are properly recorded and deposited to it:

- . Participation in extracurricular activities;
- . Postsecondary education costs; and
- . Summer school or night school.

The superintendent shall promulgate regulations outlining the purposes for which fees in these three areas are collected and shall ensure such fees are spent for those purposes.

The superintendent shall promulgate regulations to be published annually in the student handbook authorizing and governing:

1. Any nonspecialized clothing required for specified courses and activities;
2. Any personal or consumable items a student will be required to furnish for specified activities; and
3. Any specialized equipment or specialized attire which a student will be required to provide for any extracurricular activity, including extracurricular music courses.

The superintendent shall also promulgate regulations authorizing and governing the following areas:

1. All fees to be collected within the nine numbered areas of the third paragraph of this policy;
2. Any other types of specialized equipment or attire to be provided by all students in the nine numbered areas of the third paragraph of this policy;
3. Procedures and forms for students or parent/guardians to apply for waivers under this policy;
4. Deadlines for waivers for all types of fees;
5. Procedures for the handling of fees for students receiving postsecondary education credits;
6. Procedures for handling of fees related to summer school or night school;
7. Attendance requirements and procedures in connection with evening, weekend or summer use of facilities related to all extracurricular activities to avoid conflict with this policy.

The maximum dollar amount of each fee must be specified as part of the administrative procedures policy.

Public concerns or complaints regarding required fees, attire or equipment shall be addressed under Policy 1001.02, Public Involvement.

This policy will be reviewed and re-adopted annually at a regular or special meeting of the board. This shall include a review of the amount of money collected under this policy and the use of waivers as provided by this policy. The policy shall be published in the student handbook provided at no cost to each household.

Adopted: September 13, 2004

Reviewed: June 12, 2017

June 11, 2018

Amended: June 10, 2019

Reviewed: June 8, 2020

STUDENT ACTIVITIES

Administrative Procedures For Student Fees

The Kimball Public School District shall provide free instruction in accordance with the Nebraska State Constitution and the Nebraska statutes. The district also provides activities, programs, and services that extend beyond the minimum level of constitutionally required free instruction. Under the Public Elementary and Secondary Student Fee Authorization Act, the district is permitted to charge students fees for these activities or to require students to provide specialized equipment and attire for certain purposes. This policy is subject to further interpretation or guidance by administrative or board regulations. Students are encouraged to contact their building administration, their teachers or their coaches, and sponsors for further specifics.

A. Definitions.

1. “Students” means students, their parents, guardians or other legal representatives.
2. “Extracurricular activities” means student activities or organizations that (1) are supervised or administered by the district; (2) do not count toward graduation or advancement between grades; and (3) are not otherwise required by the district.
3. “Post-secondary education costs” means tuition and other fees associated with obtaining credit from a post-secondary educational institution.

B. Listing of Fees Charged by this District.

1. Guidelines for Clothing Required for Specified Courses and Activities.

Students are responsible for complying with the district’s grooming and attire guidelines and for furnishing all clothing required for any special programs, courses or activities in which they participate. The teacher, coach, or sponsor of the activity will provide students with written guidelines that detail any special clothing requirements and explain why the special clothing is required for the specific program, course or activity.

2. Safety Equipment and Attire.

The district will provide students with all safety equipment and attire that is required by law. Building administrators will assure that (a) such equipment is available in the appropriate classes and areas of the school buildings, (b) teachers are directed to instruct students in the use of such devices, and (c) students use the devices as required. Students are responsible for using the devices safely and as instructed.

3. Personal or Consumable Items.

The district will provide students with personal or consumable items for participation in courses and activities including, but not limited to, pencils, paper, pens, erasers and notebooks. Students who wish to supply their own personal or consumable items may do so, as long as those items comply with the requirements of the district. The district will provide students with facilities, equipment, materials and supplies, including books. Students are responsible for the careful and appropriate use of such property. Students will be charged for damage to school property caused by the student and will be held responsible for the reasonable replacement cost of any school property that they lose.

4. Materials Required for Course Projects.

The district will provide students with the materials necessary to complete all curricular projects. In courses where students produce a project that requires more than minimal cost for materials, the finished product will remain the property of the district unless the students either furnish or pay for the reasonable cost of materials required for the course project.

The maximum dollar amount charged by the district for course materials shall be:

- | | |
|---------------------------------------|---------|
| ▪ Industrial Technology Classes | \$30.00 |
| ▪ Art Classes | \$30.00 |
| ▪ Family and Consumer Science Classes | \$30.00 |

5. Extracurricular Activities.

The district may charge students a fee to participate in extracurricular activities to cover the district's reasonable costs in offering such activities. The district may require students to furnish specialized equipment and clothing that is required for participation in extracurricular activities, or may charge a reasonable fee for the use of district-owned equipment or attire. Attached to this policy is a list of the fees charged for particular activities. Upon request, the coach or sponsor will provide students with additional written guidelines detailing the fees charged, the equipment and/or clothing required, or the usage fee charged. The guidelines will explain the reasons that fees, equipment and/or clothing are required for the activity.

The following list details the maximum dollar amount of all extracurricular activities fees and the specifications for any equipment or attire required for participation in extracurricular activities:

- Student activity card \$30.00
Covers admission to all extracurricular events
- National Honor Society \$30.00
- Freshman Class Dues \$30.00
- Sophomore Class Dues \$30.00
- Junior Class Dues \$30.00
- Senior Class Dues \$30.00
- Cheerleading, Drill Team, Flag Corps Students must purchase uniforms and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the school district for these items will be \$500.00.
- Football students must provide their own football shoes, undergarments, and mouth guards
- Golf students must provide their own golf shoes, undergarments, and clubs
- Softball and Baseball students must provide their own shoes, gloves, and undergarments
- Track, Volleyball, Wrestling and Basketball students must provide their own shoes and undergarments
- Future Farmers of America student must purchase their own jackets and pay dues of \$15.00

6. Post-Secondary Education Costs.

Some students enroll in postsecondary courses while still enrolled in the district’s high school. As a general rule, students must pay all costs associated with such post-secondary courses. However, for a course in which students receive high school credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the district shall offer the course without charge

Administrative Procedures For Student Fees

for tuition, transportation, books, or other fees. Students who chose to apply for post-secondary education credit for these courses must pay tuition and all other fees associated with obtaining credits from a post-secondary educational institution.

7. Transportation Costs.

The district may charge students reasonable fees for transportation services provided by the district to the extent permitted by federal and state statutes and regulations.

The maximum dollar amount of the transportation fee charged by this district shall be \$25.00.

8. Copies of Student Files or Records.

The district may charge a fee for making copies of a student's files or records for the parents or guardians of such student. The Superintendent or the Superintendent's designee shall establish a schedule of student record fees. Parents of students have the right to inspect and review the students' files or records without the payment of a fee, and the district shall not charge a fee to search for or retrieve any student's files or records.

The district may charge a fee of \$.10 per page for reproduction of student records.

9. Participation in Before-and-After-School or Pre-Kindergarten Services.

The district may charge reasonable fees for participation in before-and-after school or pre-kindergarten services offered by the district pursuant to statute.

The maximum dollar amount charged by the district for these services shall be \$100.00.

10. Participation in Summer School or Night School.

The district may charge reasonable fees for participation in summer school or night school and may charge reasonable fees for correspondence courses.

The maximum dollar amount charged by the district for summer and night school shall be \$100.00.

11. Charges for Food Consumed by Students.

The district will charge for items that students purchase from the district's breakfast and lunch programs. The fees charged for these items will be set according to applicable federal and state statutes and regulations. The district will charge students for the cost of food, beverages, and the like that students purchase from a school store, vending machine, booster club or from similar sources. Students may be required to bring money or food for field trip lunches and similar activities.

The maximum dollar amount charged by the district for the breakfast and lunch programs will be established by the Board of Education.

12. Charges for Musical Extracurricular Activities.

Students who qualify for fee waivers under this policy will be provided, at no charge, the use of a musical instrument in optional music courses that are not extracurricular activities. For musical extracurricular activities, the school district will require students to provide the following equipment and/or attire:

- Band Students must provide their own instruments and marching band shoes. The maximum dollar amount charged will be \$100.00.
- Swing Choir Students must purchase outfits and shoes selected by the sponsor and/or student group. The maximum dollar amount charged by the district for these materials will be \$200.00

C. Waiver Policy.

Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for (1) participation in extracurricular activities, (2) materials for course projects, and (3) the use of a musical instrument in optional music courses that are not extracurricular activities. Actual participation in the free or reduced-price lunch program is not required to qualify for the waivers provided in this section. The district is not obligated to provide any particular type or quality of equipment or other material to eligible students. Students who wish to be considered for waiver of a particular fee must submit a completed fee waiver application to their building principal.

D. Distribution of Policy.

This policy will be published in the Student Handbook or its equivalent that will be provided to students at no cost.

E. Voluntary Contributions to Defray Costs.

The district will, when appropriate, request donations of money, materials, equipment or attire from parents, guardians and other members of the community to defray the costs of providing certain services and activities to students. These requests are not requirements and staff

members of the district are directed to clearly communicate that fact to students, parents and patrons.

F. Student Fee Fund.

The school board may establishes a Student Fee Fund. The Student Fee Fund shall be a separate school district fund that will not be funded by tax revenue, and that will serve a depository for all monies collected from students for (1) participation in extracurricular activities, (2) post-secondary education costs, and (3) summer school or night school courses. Monies in the Student Fee Fund shall be expended only for the purposes for which they were collected from students.

KIMBALL PUBLIC SCHOOLS
Student Fee Waiver Application

The Kimball Public School District will waive certain fees for students who qualify for free and reduced lunches under the income guidelines of the United States Department of Agriculture. If you would like the school district to waive specific student fees for your child, you must fill this form out in its entirety and submit it, along with any required documentation, to the office of the Superintendent of Schools.

Part 1: Name of the child on whose behalf you are requesting a fee waiver:

Part 2: Specific fee(s) for which you are requesting a waiver:

Part 3: Eligibility. Select ONE of the following:

- a. Check here if your child is eligible for fee waivers because he or she is a foster child. Please attach official documentation from the agency sponsoring the child.
- b. Check here if your child is eligible for fee waivers because you receive Food Stamps, FDPIR or TANF for the child.

Please attach a copy of one of the following:

- A Food Stamp, FDPIR or TANF Certification Notice that shows dates of certification
 - A letter from Food Stamp or Welfare Office confirming your receipt of Food Stamps, FDPIR or TANF
 - An ATP (Authorization to Participate) card with an expiration date. Do not send your EBT card.
- c. Check here if you are claiming your child is eligible because your household income is less than 180% of poverty level, please check here.

Please complete the following:

(Everyone in your household)	Last month's income and how often it was received Example: \$100/monthly \$100/twice a month \$100/every other week				Check if no income
	Earnings from work before deductions	Welfare, child support, alimony	Pensions, retirement, Social Security	Other	
	_____/_____ _____	_____/_____ _____	_____/_____ _____	_____/_____ _____	
	_____/_____ _____	_____/_____ _____	_____/_____ _____	_____/_____ _____	<input type="checkbox"/>
	_____/_____ _____	_____/_____ _____	_____/_____ _____	_____/_____ _____	<input type="checkbox"/>
	_____/_____ _____	_____/_____ _____	_____/_____ _____	_____/_____ _____	<input type="checkbox"/>
	_____/_____ _____	_____/_____ _____	_____/_____ _____	_____/_____ _____	<input type="checkbox"/>
	_____/_____ _____	_____/_____ _____	_____/_____ _____	_____/_____ _____	<input type="checkbox"/>
	\$_____/_____ _____	\$_____/_____ _____	\$_____/_____ _____	\$_____/_____ _____	<input type="checkbox"/>

Please attach documents verifying the amount of money your household received last month from each source. The documents you provide must show the **name** of the person who received the income, the **date** it was received, **how much** was received and **how often** it was received.

Acceptable documentation includes:

Jobs: current paycheck stub or pay envelope that shows how often pay is received; letter from employer stating gross wages and how often they are paid; or business or farming papers, such as a ledger or tax books.

Social Security, Pensions, or Retirement: A notice of eligibility from state employment security office, check stub, or letter from Workers' Compensation Court.

Welfare Payments: A benefit letter from a welfare agency.

Child Support or Alimony: A court decree, agreement, or copies of checks received.

Other income (such as rental income): Information that shows the amount of income received, how often it is received, and the date received.

No income: A brief note explaining how you provide food, clothing and housing for your household and when you expect an income.

Part 4. Signature and verification

An adult household member must sign this application.

PLEASE READ THIS CERTIFICATION BEFORE SIGNING:

I certify that all information on this application is true and that all income is reported. By my signature on this document, I give school authorities permission to disclose my child's eligibility for fee waivers to school personnel as necessary to effect the fee waiver. I understand that any clothing, equipment, or other materials used by my child during his or her participation in the activity for which student fees have been waived are and will remain the property of the school district.

Sign Here

Date:

Adopted: December 19, 2005
Reviewed: June 12, 2017
 June 11, 2018
Amended: June 10, 2019

Student Discipline

Anti-Bullying Policy

One of the missions of the District is to provide a physically safe and emotionally secure environment for students and staff.

The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others.

The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events.

The school district shall review the anti-bullying policy annually.

Legal Reference: Laws 2008, LB 205
 Student Discipline Act, Neb. Rev. Stat. §§ 79-254 to 79-296
 NDE February 2003 State Board Action; Reaffirmed December 2005

Adopted: 08-11-2008
Reviewed: 06-12-2017
 03-12-2018
 06-11-2018
 06-10-2019
 06-08-2020

Policy 602.01

ALTERNATE PROGRAMS

602.01

MULTI-CULTURAL EDUCATION PROGRAM

It shall be the policy of the Kimball Public Schools, in compliance with such legal authority by way of the following policy:

- (1) Statement of the philosophy or mission of the district Multi-Cultural Education Program.

It is the philosophy of the district as well as the mission of the district to provide learning experiences for students to obtain knowledge about and respect for the diversity and commonalities of the cultures, histories, and contributions of African Americans, Hispanic Americans, Native Americans, and Asian Americans and to adequately stress the contributions of all ethnic groups.

- (2) Development of district program goals.

It shall be the duty of the Superintendent of Schools or his or her designee to develop program goals reflecting multi-cultural education at the local level. Generally such goals shall include, but not be limited to, infusing into all subject areas of the core curriculum in grades K-12, appropriate informational items and activities which will provide learning experiences for students in accordance with the statement of philosophy and mission of the district's Multi-Cultural Education Program Policy.

It shall further be the policy of the district to include informational items in the core curriculum when educationally appropriate and when such inclusion would not cause an inappropriate deviation from the particular discipline being taught, studies relative to the culture, history, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans, and all ethnic groups. Such inclusion shall place special emphasis on human relations and sensitivity toward all races as it relates to language arts, social science, science, mathematics, vocational education, foreign language, visual and performing arts, and personal health and physical fitness.

It shall further be the policy of the Board to direct the administrator to use such methodologies and personnel as the administrator or his or her designee deems appropriate to develop a district program at the local level with due regard for the need to present knowledge about cultures, histories, and contributions of African Americans, Hispanic Americans, Native Americans, Asian Americans, and all ethnic groups to the local district as well as to the State of Nebraska and the various disciplines of the core curriculum.

On or before November 1, 1995 and annually thereafter, the Superintendent of Schools shall further present evidence in a form prescribed by the Nebraska Department of Education that multi-cultural education is being taught to students in accordance with this policy. A copy of this report shall be presented to the Board of Education as evidence the district is teaching multi-cultural education as provided by this policy.

The Superintendent of Schools shall periodically, as deemed appropriate by the Superintendent of Schools, provide staff development for the administrative staff, the teaching staff and the support staff of the district. Such staff development shall be consistent and congruent with this policy and shall have as its objective enabling such staff to develop an effective multi-cultural education program in the district.

The Superintendent of Schools shall designate a staff committee on terms as the Superintendent may determine for selecting appropriate materials for meeting the purpose of this policy. The process for selecting appropriate materials shall be as deemed appropriate by the staff committee, which shall be charged by the Superintendent of Schools with rendering to the Superintendent of School's periodic reports as to the selection of such materials as well as a periodic assessment of the district's Multi-Cultural Education Program as defined by this policy. (Exhibit "A").

It shall be the policy of the district to further designate local community members to work in concert with the staff committee and the administration in the development, implementation, and assessment phases of the multi-cultural education plan of the district as described in this policy. Staff and community representatives in this process shall include such cultural diversity of the district as may exist, if any. It shall not be the policy of the district concerning the local development, implementation, and assessment of the multi-cultural education plan to be obliged to rely on any representatives from outside of the district. However, nothing in this policy shall prohibit the Superintendent of Schools from seeking out such representatives, if in his or her sole discretion, such representatives would be of benefit to the district in the development, implementation, and periodic assessment of the multi-cultural education plan of the district.

The incorporation of multi-cultural education into the core curriculum of the district in grades K-12 shall have taken place on or before the last day of the 1994-95 school year and shall continue thereafter.

Multi-Cultural Report 2020-2021

This report shall serve as evidence that the Kimball Public School district is teaching multi-cultural education as provided by the KPS Board Policy 602.01. Each teacher in the district has provided a Report of Multi-Cultural Education Program Event which documents how multi-cultural education was infused into curriculum in their classroom. These reports are maintained by each building principal and can be viewed upon request.

A handwritten signature in black ink, appearing to read 'T. Anderson', with a long horizontal flourish extending to the right.

Trevor Anderson
Superintendent, Kimball Public Schools

Personnel - All Employees (& Students)Anti-discrimination, Anti-harassment, and Anti-retaliation**A. Elimination of Discrimination.**

The [Name] Public Schools hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

The [Name] Public Schools does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. Reasonable accommodations will be provided to employees with disabilities and to those who are pregnant, have given birth, or have a related medical condition, as required by law. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: [Name of Director], Director of Student Services [or other title], [Street Address], [City], NE [Zip Code] () - () ([Email Address]).

Employees and Others: [Name of Director], Human Resources Director [or other title], [Street Address], [City], NE [Zip Code] () - () ([Email Address]).

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office of Civil Rights in the U.S. Department of Education (OCR), please contact the OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.**1. Purpose:**

The [Name] Public Schools is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment or retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation

or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or

- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

2. Anti-retaliation:

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

3. Grievance (or Complaint) Procedures:

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

i. Level 1 (Investigation and Findings):

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.

- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.
- d. A review of the evidence using a "preponderance of the evidence" standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate such discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. Sec. 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

ii. Level 2 (Appeal to the Superintendent):

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary,

and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent's determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent's determination. The Board of Education will review the appeal, the Superintendent's determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

4. Confidentiality:

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted.

5. Training:

The District will ensure that relevant District employees are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

In addition, the District shall ensure that employees designated to address or investigate discrimination, harassment, and retaliation, including designated compliance coordinators, receive training to promptly and effectively investigate and respond to

complaints and reports of discrimination, and to know the District's grievance procedures and the applicable confidentiality requirements.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.
- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each

building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.
Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;
Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.
Section 504 of the Rehabilitation Act of 1973 (Section 504)
Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)
Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.
Neb. Rev. Stat. Sec. 79-2,115, et seq

Date of Adoption: [Insert Date]

Community RelationsPersonnel - All Employees and StudentsAnti-discriminationA. **Elimination of Discrimination.**

The policy of Kimball Public Schools is to not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, in admission or access to, or treatment with regard to employment or with regard to its programs and activities.

Kimball Public Schools and its staff shall comply with all state and federal laws prohibiting discrimination. The Board of Kimball Public Schools intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination and directs its staff to take all actions necessary to meet this objective.

The Superintendent shall be the Coordinator for anti-discrimination laws (including Title VI, Title IX; the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act of 1973 (Section 504)) and complaints or concerns involving discrimination or compliance with those laws should be addressed to said Coordinator.

B. **Preventing Harassment and Discrimination of Employees and Students.**

1. **Purpose:** Kimball Public Schools is committed to offering employment and educational opportunity to its employees and students based on ability and performance in a climate free of discrimination. Accordingly, unlawful discrimination or harassment of any kind by administrators, teachers, co-workers or other persons is prohibited. In addition, Kimball Public Schools will try to protect employees or students from reported discrimination or harassment by non-employees or others in the work place and educational environment.

For purposes of this policy, discrimination or harassment based on a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, is prohibited. The following are general definitions of what might constitute prohibited harassment.

- a. In general, ethnic or racial slurs or other verbal or physical conduct relating to a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, constitutes harassment when they unreasonably interfere with the person's work performance or create an intimidating work, instructional or educational

environment.

- b. Age harassment has been defined by federal regulations as a form of age discrimination. It can consist of demeaning jokes, insults or intimidation based on a person's age.
- c. Sexual harassment has been defined by federal and state regulations as a form of sex discrimination. It can consist of unwelcome sexual advances, requests for sexual favors, or physical or verbal conduct of a sexual nature by supervisors or others in the work place, classroom or educational environment.

Sexual harassment may exist when:

- (a) Supervisors or managers make submission to such conduct either an explicit or implicit term and condition of employment (including hiring, compensation, promotion, or retention);
- (b) Submission to or rejection of such conduct is used by supervisors or managers as a basis for employment related decisions such as promotion, performance evaluation, pay adjustment, discipline, work assignment, etc.
- (c) The conduct has the purpose or effect of unreasonably interfering with an individual's work or educational performance or creating an intimidating, hostile, or offensive working, class room or educational environment.

Sexual harassment may include explicit sexual propositions, sexual innuendo, suggestive comments, sexually oriented "kidding" or "teasing", "practical jokes", jokes about gender-specific traits, foul or obscene language or gestures, displays of foul or obscene printed or visual material, and physical contact, such as patting, pinching or brushing against another's body.

2. **Procedures:**

- a. Employees or students should initially report all instances of discrimination or harassment to their immediate supervisor or teacher. However, if the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student is encouraged to go to the next level of supervision.
- b. If the report is not satisfactorily resolved within ten calendar days, or if the discrimination or harassment continues, please report your complaint to the Superintendent of Kimball Public Schools.

- c. If a satisfactory arrangement cannot be obtained through the Superintendent, the complaint may be processed to the Board of Education.
- d. The person to whom the complaint is made is to thoroughly investigate the complaint and work with the person filing the complaint to seek an appropriate resolution so the discrimination or harassment can be remedied and put to an end.
- e. Complaints of discrimination or harassment will be treated with the utmost confidence, consistent with resolution of the problem.
- f. Based on the results of the investigation, appropriate corrective action, up to and including discharge of offending employees, etc., may be taken.
- g. Under no circumstances will a supervisor or a teacher or the Board threaten or retaliate against a person for alleging discrimination or harassment.

Legal Reference: Title VI, 42 U.S.C. Sec. 2000d, Title VII, 42 U.S.C. Sec. 2000e, Title IX; 20 U.S.C. Sec. 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. Sec. 48-1101 et seq.
 Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. Sec. 621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. Sec. 48-1001 et seq.;
 Americans with Disabilities Act (ADA), 42 U.S.C. Sec. 12101 et seq.
 Section 504 of the Rehabilitation Act of 1973 (Section 504)
 Pregnancy Discrimination Act, 42 U.S.C. Sec. 2000e(k)
 Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. Sec. 4301 et seq.
 Neb. Rev. Stat. Sec. 79-2,115, et seq

Date of Adoption: August 8, 2011
 Revised: July 10, 2017
 Revised: May 13, 2019
 Revised: August 10, 2020

Students (& Employees)Anti-discrimination, Anti-harassment, and Anti-retaliation**A. Elimination of Discrimination.**

The [Name] Public School District hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

The [Name] Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: [Name of Director], Director of Student Services [or other title], [Street Address], [City], NE [Zip Code] (____) ____ - ____ ([Email Address]).

Employees and Others: [Name of Director], Human Resources Director [or other title], [Street Address], [City], NE [Zip Code] (____) ____ - ____ ([Email Address]).

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.**1. Purpose:**

The [Name] Public School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

2. Anti-retaliation:

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

3. Grievance (or Complaint) Procedures:

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination (designated coordinator). If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation (“discrimination”) to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

i. Level 1 (Investigation and Findings):

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals

involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.

- d. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

ii. Level 2 (Appeal to the Superintendent):

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary, and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent’s determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent’s determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent’s determination. The Board of Education will review the appeal, the Superintendent’s determination, the investigative documentation and decision,

and allow the party to address the Board at a Board meeting to present his or her appeal. The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

4. Confidentiality:

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted,

5. Training:

The District will ensure that relevant District employees, including but not limited to officials, administrators, teachers, substitute teachers, counselors, nurses and other health personnel, coaches, assistant coaches, paraprofessionals, aides, bus drivers, and school law enforcement officers, are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.

- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

The designated compliance coordinators will not have other job responsibilities that may create a conflict of interest with their coordinator responsibilities.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community. The District will provide training to employees and students at the beginning of each academic year in the areas (B.6.a-g) identified in the Training section, above.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Date of Adoption: [Insert Date]

Students (& Employees)Anti-discrimination, Anti-harassment, and Anti-retaliation**A. Elimination of Discrimination.**

The Kimball Public School District hereby gives this statement of compliance and intends to comply with all state and federal laws prohibiting discrimination. This school district intends to take any necessary measures to assure compliance with such laws against any prohibited form of discrimination.

The Kimball Public School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Students: Ken Smith, Title IX Coordinator, 901 South Nadine St., Kimball, NE 69145 (308) 235-4861 (ksmith@kpslonghorns.org).

Employees and Others: Ken Smith, Title IX Coordinator, 901 South Nadine St., Kimball, NE 69145 (308) 235-4861 (ksmith@kpslonghorns.org).

Complaints or concerns involving discrimination or needs for accommodation or access should be addressed to the appropriate Coordinator. For further information about anti-discrimination laws and regulations, or to file a complaint of discrimination with the Office for Civil Rights in the U.S. Department of Education (OCR), please contact OCR at One Petticoat Lane, 1010 Walnut Street, 3rd Floor, Suite 320, Kansas City, Missouri 64106, (816) 268-0550 (voice), Fax (816) 268-0599, (800) 877-8339 (telecommunications device for the deaf), or ocr.kansascity@ed.gov.

B. Prohibited Harassment, Discrimination, and Retaliation of Employees, Students and Others.**1. Purpose:**

The Kimball Public School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated.

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

- a. Conduct that is sufficiently severe or pervasive to create an intimidating, hostile, or abusive educational or work environment, or
- b. Requiring an individual to endure the offensive conduct as a condition of continued employment or educational programs or activities, including the receipt of aids, benefits, and services.

Educational programs and activities include all academic, educational, extracurricular, athletic, and other programs of the school, whether those programs take place in a school's facilities, on a school bus, at a class or training program sponsored by the school at another location, or elsewhere.

Discriminatory harassment because of a person's sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status, may include, but is not limited to:

- a. Name-calling,
- b. Teasing or taunting,
- c. Insults, slurs, or derogatory names or remarks,
- d. Demeaning jokes,
- e. Inappropriate gestures,
- f. Graffiti or inappropriate written or electronic material,
- g. Visual displays, such as cartoons, posters, or electronic images,
- h. Threats or intimidating or hostile conduct,
- i. Physical acts of aggression, assault, or violence, or
- j. Criminal offenses

The following examples are additional or more specific examples of conduct that may constitute sexual harassment:

- a. Unwelcome sexual advances or propositions,
- b. Requests or pressure for sexual favors,
- c. Comments about an individual's body, sexual activity, or sexual attractiveness,
- d. Physical contact or touching of a sexual nature, including touching intimate body parts and inappropriate patting, pinching, rubbing, or brushing against another's body,
- e. Physical sexual acts of aggression, assault, or violence, including criminal offenses (such as rape, sexual assault or battery, and sexually motivated stalking), against a person's will or where a person is incapable of giving consent due to the victim's age, intellectual disability, or use of drugs or alcohol,
- f. Requiring sexual favors or contact in exchange for aids, benefits, or services, such as grades, awards, privileges, promotions, etc., or
- g. Gender-based harassment; acts of verbal, nonverbal, written, graphic, or physical conduct based on sex or sex-stereotyping, but not involving conduct of a sexual nature.

If the District knows or reasonably should know about possible harassment, including violence, the District will conduct a prompt, adequate, reliable, thorough, and impartial

investigation to determine whether unlawful harassment occurred (see section entitled “Grievance Procedures,” below), and take appropriate interim measures, if necessary. If the District determines that unlawful harassment occurred, the District will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off school property creates a hostile environment at school, the District will follow this policy and grievance procedure, within the scope of its authority.

All District employees are expected to take prompt and appropriate actions to report and prevent discrimination, harassment, and retaliation by others. Employees who witness or become aware of possible discrimination, including harassment and retaliation, must immediately report the conduct to his or her supervisor or the compliance coordinator designated to handle complaints of discrimination (designated compliance coordinator).

2. Anti-retaliation:

The District prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in the District's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

The District will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, the District will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

3. Grievance (or Complaint) Procedures:

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination (designated coordinator). If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation (“discrimination”) to the designated coordinator, or in the case of students, to another staff person (such as a counselor or principal).

Other individuals may report alleged discrimination to the designated coordinator. If the designated coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Superintendent for assignment. A discrimination complaint form is attached to this grievance procedure and is available in the office of each District building, on the District's website, and from the designated coordinators.

Under no circumstances will a person filing a complaint or grievance involving discrimination be retaliated against for filing the complaint or grievance.

i. Level 1 (Investigation and Findings):

Once the District receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, the District will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, the District will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of the District's investigation. The District will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

The District will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. The District will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, the District will notify the complainant of his or her right to file a criminal complaint, and District employees will not dissuade the complainant from filing a criminal complaint either during or after the District's investigation.

The District will aim to complete its investigation within **ten (10) working days** after receiving a complaint or report, unless extenuating circumstances exist. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline.** Periodic status updates will be given to the parties, when appropriate.

The District's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors the District will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the

alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.

- d. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The designated compliance coordinator (or designated investigator) will complete an investigative report, which will include:

- a. A summary of the facts,
- b. Findings regarding whether discrimination, harassment or other inappropriate conduct occurred, and
- c. If a finding is made that discrimination, harassment or other inappropriate conduct occurred, the recommended remedy or remedies necessary to eliminate discrimination, harassment or other inappropriate conduct.

If someone other than the designated compliance coordinator conducted the investigation, the compliance coordinator will review, approve, and sign the investigative report. The District will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. The District will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

The District will send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within **one (1) working day** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits the District to disclose relevant information to a student who was discriminated against or harassed.

ii. Level 2 (Appeal to the Superintendent):

If a party is not satisfied with the findings or remedies (or both) set forth in the decision, he or she may file an appeal in writing with the Superintendent within **five (5) working days** after receiving the decision. The Superintendent will review the appeal and the investigative documentation and decision, conduct additional investigation, if necessary, and issue a written determination about the appeal **within ten (10) working days** after receiving the appeal. The party who filed the appeal will be sent the Superintendent’s determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. [If the Superintendent is the subject of the complaint, the party will file the appeal directly with the Board.]

iii. Level 3 (Appeal to the Board):

If the party is not satisfied with the Superintendent’s determination, he or she may file an appeal in writing with the Board of Education **within five (5) working days** after receiving the Superintendent’s determination. The Board of Education will review the appeal, the Superintendent’s determination, the investigative documentation and decision, and allow the party to address the Board at a Board meeting to present his or her appeal.

The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, designated compliance officer and the party. The Board will issue a written determination about the appeal **within thirty (30) days** after the party addresses the Board. The party who filed the appeal will be sent the Board's determination at the time it is issued, and a copy will be sent to the designated compliance coordinator. The Board's determination, and any actions taken, will be final on behalf of the District.

4. Confidentiality:

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. The District will notify the complainant of the anti-retaliation provisions of applicable laws and that the District will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, the District will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent the District from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, the District will inform the complainant that its ability to respond may be limited. Even if the District cannot take disciplinary action against the alleged harasser, the District will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted,

5. Training:

The District will ensure that relevant District employees, including but not limited to officials, administrators, teachers, substitute teachers, counselors, nurses and other health personnel, coaches, assistant coaches, paraprofessionals, aides, bus drivers, and school law enforcement officers, are adequately trained so they understand and know how to identify acts of discrimination, harassment, and retaliation, and how to report it to appropriate District officials or employees.

6. Designated Compliance Coordinators:

Designated compliance coordinators will be responsible for:

- a. Coordinating efforts to comply with anti-discrimination, anti-harassment, and anti-retaliation laws and regulations.
- b. Coordinating and implementing training for students and employees pertaining to anti-discrimination, anti-harassment and anti-retaliation laws and regulations, including the training areas listed above.
- c. Investigating complaints of discrimination (unless the coordinator designates other trained individuals to investigate).
- d. Monitoring substantiated complaints or reports of discrimination, as needed (and with the assistance of other District employees, if necessary), to ensure discrimination or harassment does not recur, and that retaliation conduct does not occur or recur.

- e. Overseeing discrimination complaints, including identifying and addressing any patterns or systemic problems, and reporting such patterns or systemic problems to the Superintendent and the Board of Education.
- f. Communicating regularly with the District's law enforcement unit investigating cases and providing current information to them pertaining to anti-discrimination, anti-harassment, and anti-retaliation standards and compliance requirements.
- g. Reviewing all evidence in harassment or violence cases brought before the District's disciplinary committee or administrator to determine whether the complainants are entitled to a remedy under anti-discrimination laws and regulations that was not available in the disciplinary process.
- h. Ensuring that investigations address whether other students or employees may have been subjected to discrimination, including harassment and retaliation.
- i. Determining whether District employees with knowledge of allegations of discrimination, including harassment and retaliation, failed to carry out their duties in reporting the allegations to the designated compliance coordinator and responding to the allegations.
- j. Recommending changes to this policy and grievance procedure.
- k. Performing other duties as assigned.

The designated compliance coordinators will not have other job responsibilities that may create a conflict of interest with their coordinator responsibilities.

7. Preventive Measures:

The District will publish and widely distribute on an ongoing basis a notice of nondiscrimination (notice) in electronic and printed formats, including prominently displaying the notice on the District's website and posting the notice at each building in the District. The District also will designate an employee to coordinate compliance with anti-discrimination laws (see Designated Compliance Coordinator section, above, for further information on compliance coordinator), and widely publish and disseminate this grievance procedure, including prominently posting it on the District's website, at each building in the District, reprinting it in District publications, such as handbooks, and sending it electronically to members of the school community. The District will provide training to employees and students at the beginning of each academic year in the areas (B.6.a-g) identified in the Training section, above.

The District also may distribute specific harassment and violence materials (such as sexual violence), including a summary of the District's anti-discrimination, anti-harassment, and anti-retaliation policy and grievance procedure, and a list of victim resources, during events such as school assemblies and back to school nights, if recent incidents or allegations warrant additional education to the school community.

Date of Adoption: August 8, 2011
 Revised: July 10, 2017
 Revised: May 13, 2019
 Revised: August 10, 2020

**Complaint Form
Discrimination, Harassment or Retaliation**

The [Name] Public School District does not discriminate on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This complaint form is to be used when a person has a complaint related to discrimination, harassment or retaliation on such bases in regard to employment or the programs and activities of the school district.

Refer to Board Policy 4003 and/or 5401 for the particulars of the complaint and grievance process. You may attach additional materials to this form if needed.

The applicable coordinator may be contacted if you have questions about filling out this complaint form:
Students: [Name of Director], Director of Student Services [or other title], [Street Address], [City], NE [Zip Code] (____) ____ - ____ ([Email Address]).
Employees and Others: [Name of Director], Human Resources Director [or other title], [Street Address], [City], NE [Zip Code] (____) ____ - ____ ([Email Address]).

Name: _____ Date: _____

(1) Description of the complaint: _____

_____.

(2) Names of any witnesses to the matter being complained about: _____

_____.

(3) Identify and attach any document supporting the complaint: _____
_____.

(4) Confidentiality: I ___ do___ do not give consent to my identity being shared with the person(s) against whom I am complaining. If I do not give consent, I understand that the investigation may be hindered, but that the District will nonetheless investigate and take prompt and effective action to remediate the concerns I have raised, if appropriate.

_____.

(5) Relief requested (what I want done in response to this complaint):

_____.

The undersigned states: The facts in this complaint are true to the best of my knowledge, information and belief. I give permission for an investigation to be made into this complaint. I understand that the District will take steps to prevent me being retaliated against for filing this complaint, that I am to notify the District if any such retaliation occurs, and that the District will take prompt and strong responsive action if retaliation occurs.

Signature: _____

Received by: _____ Date: _____

**Complaint Form
Discrimination, Harassment or Retaliation**

The Kimball Public School District does not discriminate on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, sexual orientation or gender identity, or other protected status in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. This complaint form is to be used when a person has a complaint related to discrimination, harassment or retaliation on such bases in regard to employment or the programs and activities of the school district.

Refer to Board Policy 4003 and/or 5401 for the particulars of the complaint and grievance process. You may attach additional materials to this form if needed.

The applicable coordinator may be contacted if you have questions about filling out this complaint form:
Students: Ken Smith, Title IX Coordinator, 901 South Nadine St., Kimball, NE 69145 (308) 235-4861 (ksmith@kpslonghorns.org).
Employees and Others: Ken Smith, Title IX Coordinator, 901 South Nadine St., Kimball, NE 69145 (308) 235-4861 (ksmith@kpslonghorns.org).

Name: _____ Date: _____

(1) Description of the complaint: _____

_____.

(2) Names of any witnesses to the matter being complained about: _____
_____.

(3) Identify and attach any document supporting the complaint: _____
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Signature: _____

Received by: _____ Date: _____

StudentsStudent AttendanceAttendance Policy and Excessive Absenteeism

Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations, and all staff are expected to implement this policy and administrative rules and regulations to encourage regular and punctual student attendance. The Principals and teachers are required to maintain an accurate record of student attendance.

A. Attendance and Absences.

1. Circumstances of Absences – Definitions. The circumstances for all absences from school will be identified as School Excused or Not School Excused. Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, require advance approval.
 - a. School Excused. Any of the following circumstances that lead to an absence will be identified as a *School Excused* absence, provided the required attendance procedures have been followed:
 - (1) Impossible or impracticable barriers outside the control of the parent or child prevent a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness, court, death of a family member, or suspension.
 - (2) Other absences as determined by the principal or the principal's designee.
 - b. Not School Excused. Absences that are not school excused may result in a report to the county attorney and may be classified as follows:
 - (1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to, illness, vacations, and medical appointments.
 - (2) Other absences are those in which the parent has not communicated a reason for the student's absence.

2. Absence Procedure. In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.

A student will not be allowed to enter class after an absence until an admit slip, based upon a written or verbal parental excuse, is issued by the Principal's office.

Five school days will be allowed to make up work from an absence.

3. Mandatory Ages of Attendance. A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

Exceptions for Younger Students. Attendance is not mandatory for a child who has reached 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that the child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or guardian intends for the child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

Exceptions for Older Students. Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

Early Withdrawal for Students Enrolled in Accredited or Approved Schools. A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

Exit Interview. The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit interview if the child is enrolled in [Name] Public Schools or resides in the [Name] Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and
- any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- an illness of the child making attendance impossible or impracticable.

The Superintendent or Superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child OR may rescind the written request for the withdrawal.

Withdrawal Form. Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable, and
- the Superintendent or Superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or Superintendent's designee, the person making the written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools). A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

4. Reporting and Responding to Excessive Absenteeism. Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the superintendent or such person(s) who the superintendent designates to be the attendance officer (hereafter, "attendance officer"). The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the district, the attendance officer believes there is a violation of the compulsory attendance laws. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to address the problem of excessive absenteeism. Such services shall include, as appropriate, the services listed below under "Excessive Absenteeism" and "Reporting Excessive Absenteeism."
5. Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, the following procedures shall be implemented:
 - a. Verbal or written communication by school officials with the person or persons who have legal or actual charge or control of any child; and
 - b. One or more meetings between the school (a school attendance officer, a school administrator or his or her designee, and/or a social worker), the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:
 - (i) The physical, mental, or behavioral health of the child.
 - (ii) Educational counseling;
 - (iii) Educational evaluation;
 - (iv) Referral to community agencies for economic services;
 - (v) Family or individual counseling; and
 - (vi) Assisting the family in working with other community services.

If the parent/guardian refuses to participate in such meeting, the principal shall place documentation of such refusal in the child's attendance records.

6. Reporting Excessive Absenteeism to the County Attorney.

The school may report to the county attorney of the county in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. The school shall notify the child's family in writing prior to referring the child to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

Legal Reference: Neb. Rev. Stat. ' ' 79-201 and 79-209

Adopted: February 11, 2002
Revised: July 14, 2014
Amended: October 12, 2020

StudentsStudent AttendanceAttendance Policy and Excessive Absenteeism

Regular and punctual student attendance is required. The administration is responsible for developing further attendance rules and regulations, and all staff are expected to implement this policy and administrative rules and regulations to encourage regular and punctual student attendance. The Principals and teachers are required to maintain an accurate record of student attendance.

A. Attendance and Absences.

1. Circumstances of Absences – Definitions. The circumstances for all absences from school will be identified as School Excused or Not School Excused. Absences should be cleared through the Principal's office in advance whenever possible. All absences, except for illness and/or death in the family, require advance approval.
 - a. School Excused. Any of the following circumstances that lead to an absence will be identified as a *School Excused* absence, provided the required attendance procedures have been followed:
 - (1) Impossible or impracticable barriers outside the control of the parent or child prevent a student from attending school. The parent must provide the school with documentation to demonstrate the absence was beyond the control of the parent or child. This could include, but is not limited to documented illness, court, death of a family member, or suspension.
 - (2) Other absences as determined by the principal or the principal's designee.
 - b. Not School Excused. Absences that are not school excused may result in a report to the county attorney and may be classified as follows:
 - (1) Parent acknowledged absences are those in which the parent communicated with the school in the prescribed manner that the child is absent and is the parent's responsibility for the extent of the school day. This includes, but is not limited to, illness, vacations, and medical appointments.
 - (2) Other absences are those in which the parent has not communicated a reason for the student's absence.

Page 2 of 6

2. Absence Procedure. In its Student Information System, the District may identify many different codes that provide greater definition to the circumstances of a child's absence, but all of the codes need to be identified to parents and students as fitting into one of the above defined absence circumstances.

A student will not be allowed to enter class after an absence until an admit slip, based upon a written or verbal parental excuse, is issued by the Principal's office.

~~Five school days will be allowed to make up work from an absence. District student/ parent handbooks will outline procedures governing make up work from an absence at each district facility.~~

3. Mandatory Ages of Attendance. A child is of mandatory age if the child will reach age 6 prior to January 1 of the then-current school year and has not reached 18 years of age.

Exceptions for Younger Students. Attendance is not mandatory for a child who has reached 6 years of age prior to January 1 of the then-current school year, but will not reach age 7 prior to January 1 of such school year, if the child's parent or guardian has signed and filed with the school district in which the child resides an affidavit stating either: (1) that the child is participating in an education program that the parent or guardian believes will prepare the child to enter grade one for the following school year; or (2) that the parent or guardian intends for the child to participate in a school which has elected or will elect pursuant to law not to meet accreditation or approval requirements and the parent or guardian intends to provide the Commissioner of Education with a statement pursuant to section 79-1601(3) on or before the child's seventh birthday.

Exceptions for Older Students. Attendance is also not mandatory for a child who: (1) has obtained a high school diploma by meeting statutory graduation requirements; (2) has completed the program of instruction offered by a school which elects pursuant to law not to meet accreditation or approval requirements; or (3) has reached the age of 16 years and has been withdrawn from school in the manner prescribed by law.

Early Withdrawal for Students Enrolled in Accredited or Approved Schools. A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if an exit interview is conducted and a withdrawal form is signed.

Exit Interview. The process is initiated by a person who has legal or actual charge or control of the child submitting a withdrawal form. The form is to be as prescribed by the Commissioner of Education. Upon submission of the form, the Superintendent or Superintendent's designee shall set a time and place for an exit

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interview if the child is enrolled in [Name] Kimball Public Schools or resides in the [Name] Kimball Public School District and is enrolled in a private, denominational, or parochial school.

The exit interview shall be personally attended by:

- The child, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable;
- the person who has legal or actual charge or control of the child who requested the exit interview;
- the Superintendent or Superintendent's designee;
- the child's principal or the principal's designee if the child at the time of the exit interview is enrolled in a school operated by the school district; and
- any other person requested by any of the required parties who agrees to attend the exit interview and is available at the time designated for the exit interview which may include, for example, other school personnel or the child's principal if the child is enrolled in a private school.

At the exit interview, the person making the written request must present evidence that (a) the person has legal or actual charge or control of the child and (b) the child would be withdrawing due to either:

- financial hardships requiring the child to be employed to support the child's family or one or more dependents of the child, or
- an illness of the child making attendance impossible or impracticable.

The Superintendent or Superintendent's designee shall identify all known alternative educational opportunities, including vocational courses of study, that are available to the child in the school district and how withdrawing from school is likely to reduce potential future earnings for the child and increase the likelihood of the child being unemployed in the future. Any other relevant information may be presented and discussed by any of the parties in attendance.

At the conclusion of the exit interview, the person making the written request may sign a withdrawal form provided by the school district agreeing to the withdrawal of the child OR may rescind the written request for the withdrawal.

Withdrawal Form. Any withdrawal form signed by the person making the written request shall be valid only if:

- the child also signs the form, unless the withdrawal is being requested due to an illness of the child making attendance at the exit interview impossible or impracticable, and
- the Superintendent or Superintendent's designee signs the form acknowledging that the interview was held, the required information was provided and discussed at the interview, and, in the opinion of the Superintendent or Superintendent's designee, the person making the

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written request does in fact have legal or actual charge or control of the child and the child is experiencing either (i) financial hardship, or (ii) an illness making attendance impossible or impracticable.

Early Withdrawal for Students Enrolled in an Exempt School (Home Schools). A person who has legal or actual charge or control of a child who is at least 16 but less than 18 years of age may withdraw such child from school before graduation and be exempt from the mandatory attendance requirements if such child has been enrolled in a school that elects not to meet the accreditation or approval requirements by filing with the State Department of Education a signed notarized release on a form prescribed by the Commissioner of Education.

4. Reporting and Responding to Excessive Absenteeism. Any administrator, teacher, or member of the board of education who knows of any failure on the part of any child of mandatory school attendance age to attend school regularly without lawful reason, shall within three days report such violation to the superintendent or such person(s) who the superintendent designates to be the attendance officer (hereafter, "attendance officer"). The attendance officer shall immediately cause an investigation into any such report to be made. The attendance officer shall also investigate any case when of his or her personal knowledge, or by report or complaint from any resident of the district, the attendance officer believes there is a violation of the compulsory attendance laws. The school shall render all services in its power to compel such child to attend some public, private, denominational, or parochial school, which the person having control of the child shall designate, in an attempt to address the problem of excessive absenteeism. Such services shall include, as appropriate, the services listed below under "Excessive Absenteeism" and "Reporting Excessive Absenteeism."
5. Excessive Absenteeism. Students who accumulate five (5) unexcused absences in a quarter shall be deemed to have "excessive absences." Such absences shall be determined on a per day basis for elementary students and on a per class basis for secondary students. When a student has excessive absences, the following procedures shall be implemented:
 - a. Verbal or written communication by school officials with the person or persons who have legal or actual charge or control of any child; and
 - b. One or more meetings between the school (a school attendance officer, a school administrator or his or her designee, and/or a social worker), the child's parent or guardian, and the child, when appropriate, to address the barriers to attendance. The result of the meeting or meetings shall be to develop a collaborative plan to reduce barriers identified to improve regular attendance. The plan shall consider, but not be limited to:
 - (i) The physical, mental, or behavioral health of the child.

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- (ii) Educational counseling;
- (iii) Educational evaluation;
- (iv) Referral to community agencies for economic services;
- (v) Family or individual counseling; and
- (vi) Assisting the family in working with other community services.

If the parent/guardian refuses to participate in such meeting, the principal shall place documentation of such refusal in the child's attendance records.

6. Reporting Excessive Absenteeism to the County Attorney.

The school may report to the county attorney of the county in which the person resides when the school has documented the efforts to address excessive absences, the collaborative plan to reduce barriers identified to improve regular attendance has not been successful, and the student has accumulated more than twenty (20) absences per year. The school shall notify the child's family in writing prior to referring the child to the county attorney. Illness that makes attendance impossible or impracticable shall not be the basis for referral to the county attorney. A report to the county attorney may also be made when a student otherwise accrues excessive absences as herein defined.

Adopted: February 11, 2002

Revised: July 14, 2014

Amended: October 12, 2020

InstructionSpecial Education

[Name] Public Schools adopts this special education policy with the intent that the policy maintains the District's compliance with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

1. Free Appropriate Public Education

A free appropriate public education shall be made available to all children with disabilities residing in the District from date of diagnosis through the school year in which the student reaches 21 years of age, including children with disabilities who have been suspended or expelled.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

2. Full Educational Opportunity Goal

The District shall take steps to ensure that its children with verified disabilities have available to them the variety of educational programs and services available to children without disabilities in the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

Legal Reference: 92 NAC 51-004.11A

3. Child Find

All children from birth to age twenty-one (21) with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated and a practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services. The District will publish annual notice of any significant activity that is designed to identify, locate, or evaluate children to publicly notify parents. The District will screen and evaluate all children with suspected disabilities birth through age 21, and will implement practical methods to track which children are currently receiving special education and related services. The District will provide student referrals that are accompanied by documentation of scientific, research, or evidence-based academic and/or behavioral interventions that have been implemented as designed for the appropriate period of time

to show effect or lack of effect that demonstrates the child is not making a sufficient rate of progress to meet age or state-approved, grade-level standards within a reasonable time frame. The District will provide sustained supervision to monitor the implementation of compliant practices for the Child Find Rule. The District will use supervision and monitoring data to identify schools and/or personnel that require technical assistance to support compliant practices in the area of Child Find, paying particular attention to the communities experiencing disproportionality in the schools. All District Child Find activities will be equitably available to all children regardless of race, ethnicity, language, location, transience, income level, and access to medical care.

Legal Reference: 92 NAC 51-006.01 through 006.01A2

4. Pre-Referral Interventions

For a school age student, a general education student assistance team (SAT) or a comparable problem solving team shall be used prior to referral for multidisciplinary team evaluation. The SAT or comparable problem solving team shall utilize and document problem solving and intervention strategies to assist the teacher in the provision of general education. If the student assistance team or comparable problem solving team feels that all viable alternatives have been explored, a referral for multidisciplinary evaluation shall be completed. A referral shall include information from the SAT or comparable problem solving team, meeting the requirements of 92 NAC 51-006.01B and a listing of the members of the SAT or comparable problem solving team.

Legal Reference: 92 NAC 51-006.01B

4.5. Individualized Education Program (IEP)

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

Legal Reference: 92 NAC 51-007

5.6. Least Restrictive Environment

To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled, and special classes, separate schooling, or other removal of children with disabilities from the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

The District will: (1) develop and implement written procedures for implementation of the Least Restrictive Environment (LRE) Rule; (2) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the LRE Rule; (3) provide sustained supervision to monitor the implementation of compliant practices for the LRE Rule; (4) use the supervision and monitoring data to identify schools and/or personnel that require technical assistance to support compliant practices in the area of least restrictive environment, paying particular attention to the disproportionate group; (5) ensure that every Individualized Education Programs (IEP) team meaningfully considers various support systems and activities that could be used to assist students with disabilities (SWD) to be educated successfully in general education classes prior to the consideration of pullout special education services; (6) ensure that special education teachers provide support to general education teachers in a variety of ways including, but not limited to, consultation, implementation of

accommodations or modifications, and co-teaching; (7) ensure that a continuum of alternative placements is available to meet the needs of children with disabilities, particularly those in the disproportionate group, for special education and related services; (8) ensure that, in determining the educational placement of a child with a disability, including a preschool child with a disability, each district ensures that the placement decision is made by a group of persons including the parents, and other persons knowledgeable about the child, the meaning of the evaluation data, and the placement options. Particular attention is paid to the disproportionate group; (9) ensure that placement discussions are based upon a completed IEP developed by the IEP team, focused on individualized student needs; and (10) ensure that the IEP teams review the students' progress at least annually to determine appropriate placement and progress towards annual goals.

Legal Reference: 92 NAC 51-008.01 ~~through 008.011~~

6.7. Procedural Safeguards

Children with disabilities and their parents shall be afforded the required procedural safeguards.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12; 009.14, 006.07 ~~and 016.01 through 016.07C~~

8. Disciplinary Removal of Children with Disabilities

The District will (1) develop and implement written procedures for disciplining students with disabilities (the "Discipline Rules"); (2) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the Discipline Rules; (3) provide sustained supervision to monitor the implementation of compliant practices for the Discipline Rules; (4) use supervision and monitoring data, disaggregated by race/ethnicity, to identify schools and/or personnel that require technical assistance to support compliant practices in the area of discipline (including but not limited to: de-escalation techniques, functional behavior assessment, behavior intervention planning, and manifestation determination procedures); (5) ensure that school personnel appropriately consider unique circumstances on a case-by-case basis when determining suspension of a child with a disability, and ensure that data shows that these considerations are equitably made by race/ethnicity; (6) notify parents on the day that the decision is made to make a removal that constitutes a change in placement of a child with a disability because of violation of a code of child conduct, and send parents copies of the procedural safeguards; (7) provide educational services for students removed fewer than 10 days to enable the student to continue to participate in the general educational curriculum, although in another setting, and to progress toward meeting the goals set out in the Individualized Education Programs, with data showing that these services are equitably provided by race/ethnicity; (8) ensure that within 10 school days of any decision to change placement of a child with a disability because of a violation of a code of student conduct, the IEP Team will review all relevant information in the file to determine whether the conduct in question was caused by or had a direct and substantial relationship to the child's disability or the conduct was the direct result of the district's failure to implement the IEP, and that such determinations are made equitable by race/ethnicity; and (9) ensure that, if the IEP Team makes a determination that the conduct was a manifestation of the child's disability, then the IEP Team conducts a functional behavioral assessment, unless the District conducted a FBA before the behavior that resulted in the change of placement occurred, and implements a behavioral intervention plan.

Legal Reference: 92 NAC 51-016

7.9. Evaluation, and Identification, and Reevaluation Procedures

Children with disabilities shall be evaluated, ~~and identified, and reevaluated~~ in accordance with 92 NAC 51-006. The District will: (1) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the Evaluation and Reevaluation Rule; (2) provide sustained supervision to monitor the implementation of compliant practices for the Evaluation and Reevaluation Rule; (3) use the supervision and monitoring data, disaggregated by race and ethnicity, to identify schools and/or personnel that require technical assistance to support compliant practices in the area of evaluation and reevaluation, as well as the appropriate technical assistance/professional development to any schools and/or personnel identified in such data; (4) conduct a reevaluation of each child with a disability at least once every 3 years, unless the parent and the District agree that a reevaluation is unnecessary; (5) use a variety of assessment tools and strategies to gather relevant academic, functional, and developmental information about the child, including information provided by the parents, and information related to enabling the child to be involved in and progress in the general education curriculum that may assist in determining: (i) Whether the child is a child with a disability, and (ii) The content of the child's individualized education program; (6) use more than one procedure to determine whether a child has a disability and the appropriate educational program for the child; (7) use technically sound instruments to assess the relative contribution of cognitive and behavioral factors, in addition to physical or developmental factors; (8) select assessments and other evaluation materials in a manner that (i) does not discriminate on a racial or cultural basis, (ii) is provided and administered in the child's native language or other mode of communication and in the form most likely to yield accurate information on what the child knows and can do academically, developmentally, and functionally, unless it is clearly not feasible to so provide or administer, (iii) has been validated for the specific purpose for which they are used, and (iv) are administered by trained and knowledgeable personnel in accordance with any instructions provided by the producer of the assessments; and (9) provide high quality, sustained professional learning activities on the written procedures for appropriate District and school personnel to assist with the implementation of the Evaluation and Reevaluation Rule.

The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. Locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent(s) with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.

Legal Reference: 92 NAC 51-006

8.10. Confidentiality of Personally Identifiable Information

The confidentiality of student records and information shall be maintained in accordance with law.

Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

9.11. Transition of Children from Part C to Preschool Programs

Children participating in early intervention programs under Part C of the IDEA (early intervention services) and who will participate in preschool programs assisted under Part B of the IDEA (services for school-aged children) shall experience a smooth and effective transition to those

preschool programs in a manner consistent with 92 NAC 52-008. The District will participate in transition planning conferences arranged by the designated lead agency.

Legal Reference: 92 NAC 52-008

10.12. Children in Nonpublic Schools

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 and 015

11.13. Personnel Standards and Personnel Development

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately prepared and trained in accordance with IDEA requirements and the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

12.14. Participation in and Reporting of State and District Wide Assessments

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

Legal Reference: 92 NAC 51-004.05

13.15. Suspension and Expulsion Rates

The District will examine data, including data disaggregated by race/~~and~~ ethnicity, gender, LEP status, and disability category, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

14.16. Access to Instructional Materials

As part of any printed instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of print instructional materials, the District will enter into a written contract with the publisher of the printed instructional materials to:

- A. Require the publisher to prepare and, on or before delivery of the printed instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the printed instructional materials using the National Instructional Materials Accessibility Standard, or
- B. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15

15.17. Over-Identification and Disproportionality

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child's native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child. All District special education provisions will be equitably available to all children regardless of race, ethnicity, language, location, transience, income level, and access to medical care.

Legal Reference: 92 NAC 51-~~003.10~~;006.02C

16.18. Prohibition on Mandatory Medication

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D; 21 U.S.C. §812(c)

17.19. Transportation

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law.

Legal Reference: 92 NAC 51-014.01 through 014.02

18.20. Surrogates

A surrogate will be appointed and other action taken to ensure the rights of children with a disability as required by law.

Legal Reference: 92 NAC 51-009.10

19.21. Early Intervention Services – Consent

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52.

Legal Reference: 92 NAC 52

22. Eligibility Determinations

The District will (1) develop written procedures for implementation of the Eligibility Determination Rule; (2) provide high quality, sustained professional learning activities on the written procedures for appropriate district and school personnel to assist with the implementation of the Eligibility Determination Rule; (3) provide sustained supervision to monitor the implementation of compliant practices for the Eligibility Determination Rule; (4) use the supervision and monitoring data, disaggregated by race and ethnicity, to identify schools and/or personnel that require technical assistance to support compliant practices in the area of eligibility; (5) ensure Individualized Education Programs (IEPs) are developed for children with a determination made of having a disability that has: (a) an adverse effect on educational performance (academic, functional, and/or developmental) and (b) requires special education and related services; (6) ensure that an eligibility report, which documents the area of disability, is completed and placed in each child's special education folder, with the eligibility report providing

statements for each component of the eligibility and be comprehensive enough to serve as the evaluation report when necessary; (7) ensure the completion of the administration of assessments and other measures that the Multidisciplinary Evaluation Team (a group of qualified professionals and the parents of the child) determine whether the child is a child with a disability and the educational needs of the child; (8) ensure appropriate consideration of the exclusionary factor for reading (a child is not to be determined to be a child with a disability if the primary factor for that determination is a lack of appropriate instruction in reading, including the essential components of reading instruction as defined in section 1208(3) of ESEA); (9) ensure appropriate consideration of the exclusionary factor for math (a child must not be determined to be a child with a disability if the primary factor for that determination is a lack of appropriate instruction in math); (10) ensure appropriate consideration of the exclusionary factor for Limited English Proficiency (LEP) (a child will not be determined to be a child with a disability if the primary factor for that determination is limited English proficiency); and (11) ensure (1) evaluation data draw upon information from a variety of sources, including aptitude and achievement tests, parent input, and teacher recommendations as well as the information about the child's physical condition, social or cultural background, and adaptive behavior and (2) that information obtained from all these sources is documented and carefully considered.

Legal Reference: 92 NAC [51-006.04](#).

Legal Reference: 34 CFR Parts 300, 303 and 304
Neb. Rev. Stat. Sec. 79-1110 to 79-1167
92 NAC 51, [52 and 55](#)

Date of Adoption: [Insert Date]

Special Education Policies

Kimball Public Schools adopts this special education policy with the intent that the policy maintain the District's compliance with all applicable laws affecting special education services and programs. The Superintendent or designees shall develop regulations or procedures to implement these policies. Employees and contractors of the District are expected to comply with these policies and all regulations, guidelines and procedures related to this policy in all respects.

The District will abide by all state and federal laws relating to special education. The District's special education policy and regulations, guidelines and procedures related to this policy are to be interpreted so as to be in compliance with such laws. In the event of changes in law, the school administration shall be authorized to implement modifications of practice to comply with such changes (whether the changes impose more or less stringent procedural or substantive requirements) until such time as amended policies are adopted by the Board of Education. References herein to 92 NAC 51 citations are made to Rule 51 as in effect on the date of the adoption of these policies. In the event of renumbering or other revisions to Rule 51, the policy shall be interpreted and implemented consistent with such renumbering or revisions.

1. Free Appropriate Public Education

A free appropriate public education shall be made available to all children with disabilities residing in the District from date of diagnosis through the school year in which the student reaches 21 years of age, including children with disabilities who have been suspended or expelled.

Legal Reference: 92 NAC 51-004.01 through 004.03A and 007.07C2 through 007.07C6

2. Full Educational Opportunity Goal

The District shall take steps to ensure that its children with verified disabilities have available to them the variety of educational programs and services available to children without disabilities in the areas served by the District, including art, music, industrial arts, family consumer science education, and vocational education.

Legal Reference: 92 NAC 51-004.11A

3. Child Find

All children with disabilities residing in the District, including children with disabilities who are homeless or are wards of the state or attending nonpublic schools, regardless of the severity of their disabilities, who are in need of special education and related services, will be identified, located and evaluated and a practical method shall be developed and implemented by the administration to determine which children with disabilities are currently receiving needed special education and related services.

Legal Reference: 92 NAC 51-006.01 through 006.01A2

4. Individualized Education Program (IEP)

An individualized education program, or an individualized family service plan, is to be developed, reviewed, and revised for each child with a disability in accordance with 92 NAC 51-007.

Legal Reference: 92 NAC 51-007

5. Least Restrictive Environment

To the maximum extent appropriate, children with disabilities, including children in public or private institutions or other care facilities, are to be educated with children who are not disabled, and special classes, separate schooling, or other removal of children with disabilities from the regular educational environment will occur only when the nature or severity of the disability of a child is such that education in regular classes with the use of supplementary aids and services cannot be achieved satisfactorily.

Legal Reference: 92 NAC 51-008.01 through 008.011

6. Procedural Safeguards

Children with disabilities and their parents shall be afforded the required procedural safeguards.

Legal Reference: 92 NAC 51-009.01 through 009.07; 009.10 through 009.12; 009.14, 006.07 and 016.01 through 016.07C

7. Evaluation and Identification Procedures

Children with disabilities shall be evaluated and identified in accordance with 92 NAC 51-006. The District will respond to a request for an Independent Educational Evaluation without unnecessary delay. Locations of any evaluator shall be within a reasonable distance of the District. A reasonable distance means within 100 miles of the school building the child attends and within Nebraska. In the event this geographic area restriction would prevent a parent from obtaining an Independent Educational Evaluation, the location of the evaluator may be outside the specified geographic area but must be within Nebraska. The District will provide the parent(s) with a list of qualified agencies/evaluators within the geographic area. The evaluators are to have their rates approved by the Nebraska Department of Education to be authorized to conduct the evaluation.

Legal Reference: 92 NAC 51-006

8. Confidentiality of Personally Identifiable Information

The confidentiality of student records and information shall be maintained in accordance with law.

Legal Reference: 92 NAC 51-003.16, 003.20, 009.03 through 009.03M3

9. Transition of Children from Part C to Preschool Programs

Children participating in early intervention programs under Part C of the IDEA (early intervention services) and who will participate in preschool programs assisted under Part B of the IDEA (services for school-aged children) shall experience a smooth and effective transition to those preschool programs in a manner consistent with 92 NAC 52-008. The District will participate in transition planning conferences arranged by the designated lead agency.

Legal Reference: 92 NAC 52-008

10. Children in Nonpublic Schools

To the extent consistent with the number and location of children with disabilities in the District who are enrolled by their parents in nonpublic elementary and secondary schools in the District, provision will be made for the participation of those children in the programs assisted or carried out under Part B of the IDEA (services for school-aged children) by providing them with special education and related services.

Legal Reference: 92 NAC 51-012.08 and 015

11. Personnel Standards and Personnel Development

Personnel providing special education or related services to children with disabilities shall be appropriately and adequately in accordance with IDEA requirements and the District will take measurable steps to recruit, hire, train and retain personnel meeting the requirements of IDEA to provide such services.

Legal Reference: 92 NAC 51-010

12. Participation in and Reporting of State and District Wide Assessments

All children with disabilities shall be included in all general state and district wide assessment programs, including assessments described under section 612(a)(16)(A) of the IDEA with appropriate accommodations and alternate assessments where necessary and as indicated in their respective individualized education programs. The District will make available to the Nebraska Department of Education the information necessary to carry out its duties relating to the reporting of children with disabilities participation in assessments.

Legal Reference: 92 NAC 51-004.05

13. Suspension and Expulsion Rates

The District will examine data, including data disaggregated by race and ethnicity, to determine if significant discrepancies are occurring in the rate of long-term suspensions and expulsions of children with disabilities.

Legal Reference: 92 NAC 51-004.06E

14. Access to Instructional Materials

As part of any print instructional materials adoption process, procurement contract, or other practice or instrument used for purchase of print instructional materials, the District will enter into a written contract with the publisher of the print instructional materials to:

1. Require the publisher to prepare and, on or before delivery of the print instructional materials, provide to the National Instructional Material Access Center, electronic files containing the contents of the print instructional materials using the National Instructional Materials Accessibility Standard, or
2. Purchase instructional materials from the publisher that are produced in, or may be rendered in specialized formats.

Legal Reference: 92 NAC 51-004.15

15. Over-Identification and Disproportionality

Procedures shall be in place to ensure that testing and evaluation materials and procedures utilized for the evaluation and placement of children with disabilities will be selected and administered so as not to be racially or culturally discriminatory. Such materials or procedures shall be provided and administered in the child's native language or mode of communication, unless it is clearly not feasible to do so, and no single procedure shall be the sole criterion for determining an appropriate educational program for a child.

Legal Reference: 92 NAC 51-003.10; 006.02C

16. Prohibition on Mandatory Medication

Children shall not be required to obtain a prescription for a controlled substance as a condition of attending school, receiving an evaluation to determine whether a child has a disability or the nature and extent of special education and related services the child needs, or receiving special education services.

Legal Reference: 92 NAC 51-004.11D; 21 U.S.C. §812(c)

17. Transportation

Transportation will be provided for children with disabilities who are eligible for transportation and residents of the school district as required by law.

Legal Reference: 92 NAC 51-014.01 through 014.02

18. Surrogates

A surrogate will be appointed and other action taken to ensure the rights of children with a disability as required by law.

Legal Reference: 92 NAC 51-009.10

19. Early Intervention Services - Consent

When a parent refuses to provide consent under 92 NAC 52, a meeting will be held or offered to explain to the parents how their failure to consent affects the ability of their child to receive services under 92 NAC 52..

Legal Reference: 92 NAC 52

Legal Reference:

34 CFR Parts 300, 303 and 304
Neb. Rev. Stat. § 79-1110 to 79-1167
92 NAC 51

Adopted: August 8, 2011

Reviewed: July 13, 2015

InstructionAssessments—Academic Content Standards

The Board of Education may vote to ~~adopts~~ the academic content standards recommended by ~~of~~ the State Board of Education (“State Board”). ~~The adoption of the academic content standards includes the:~~

~~Language Arts standards that were adopted by the State Board in September, 2014;
Mathematics standards that were approved by the State Board in September, 2015;
Science standards that were adopted by the State Board in September, 2017; and
Social Studies standards that were adopted by the State Board in November, 2019.~~

~~If Unless other action is taken,~~ the Board of Education ~~adopts~~ does not affirmatively vote to adopt an academic content standard recommended by the State Board, then the Board of Education will adopt a standard equal to or excess in rigor of the standard recommended by the State Board.

~~the standards of the State Board as such standards are subsequently adopted or amended by the State Board.~~

The administration shall be responsible for implementing assessments on the state standards in accordance with the procedures established by the State Board and the Department of Education, including conducting assessments in the same subject areas and the same grade levels as established in the state standards, and the reporting of scores and sub-scores.

This policy does not supersede the existing standards adopted by the Board of Education except as set forth herein.

Legal Reference: Neb. Rev. Stat. Sections 79-760 to 79-760.05

Date of Adoption: [Insert Date]

Assessments—Academic Content Standards

The Board of Education adopts the academic content standards of the State Board of Education (“State Board”). The adoption of the academic content standards includes:

- Language Arts standards that were adopted by the State Board in September 2014;
- Mathematics standards that were approved by the State Board in September 2015;
- Science standards that were adopted by the State Board, in September 2017; and
- Social Studies Standards that were adopted by the State Board in December, 2012.

Unless other action is taken, the Board of Education adopts the standards of the State Board as such standards are subsequently adopted or amended by the State Board.

The administration shall be responsible for implementing assessments on the state standards in accordance with the procedures established by the State Board and the Department of Education, including conducting assessments in the same subject areas and the same grade levels as established in the state standards, and the reporting of scores and sub-scores.

This policy does not supersede the existing standards adopted by the Board of Education except as set forth herein.

Legal Reference: Neb. Rev. Stat. §§ 79-760 to 79-760.05

Adopted: August 10, 2009
Reviewed: June 12, 2017
Revised: June 11, 2018
Reviewed: June 10, 2019
June 08, 2020

InstructionClassroom Environment

At all times, teachers are expected to organize, maintain and ensure that their classroom is in a safe, orderly and clean condition for student learning. Classrooms should be free from distractions (such as inappropriate or unprofessional posters or other displays) and other apparatus that may cause student health problems (such as essential oils and/or essential oil diffusers). Teachers who are uncertain as to whether their classroom meets this requirement are encouraged to consult with their building principal in a proactive manner.

Staff members may not hang posters, flags, banners or other displays in the classroom that are (1) unrelated to the curriculum and (2) may otherwise result in a disruption to the learning environment. Any staff member who is uncertain as to whether a particular display is permitted in the classroom should consult with their building principal in a proactive manner.

Date of Adoption: [Insert Date]

InstructionClassroom Environment

At all times, teachers are expected to organize, maintain and ensure that their classroom is in a safe, orderly and clean condition for student learning. Classrooms should be free from distractions (such as inappropriate or unprofessional posters or other displays) and other apparatus that may cause student health problems (such as essential oils and/or essential oil diffusers). Teachers who are uncertain as to whether their classroom meets this requirement are encouraged to consult with their building principal in a proactive manner.

Date of Adoption: August 10, 2020

Grading Scale

The official grading scale for students in ~~high school~~ grades (~~9- 2~~-12) will be the following 4.0 scale:

A = 4 = ~~100% - 90%~~ 100% - 93%
B = 3 = ~~89% - 80%~~ 92% - 85%
C = 2 = ~~79% - 70%~~ 84% - 77%
D = 1 = ~~69% - 65%~~ 76% - 70%
F = 0 = ~~64% and below~~ Below 70%

The official grading scale for students in grades ~~1-8~~ PreK - 1 will be the following:

~~A = 100% - 90%~~ Highly Proficient - 4
~~B = 89% - 80%~~ Proficient - 3
~~C = 79% - 70%~~ Partially Proficient - 2
~~D = 69% - 65%~~ Minimally Proficient - 1
~~F = 64% and below~~

~~Students in grades PreK and K will not be graded on a percentage system.~~

Adopted: December 13, 2004
Reviewed: June 8, 2015
Amended: March 8, 2021

Policy 611.03

ACADEMIC ACHIEVEMENT

611.03

Grading Scale

The official grading scale for students in high school grades (9-12) will be the following 4.0 scale:

A = 4 = 100% - 90%

B = 3 = 89% - 80%

C = 2 = 79% - 70%

D = 1 = 69% - 65%

F = 0 = 64% and below

The official grading scale for students in grades 1-8 will be the following:

A = 100% - 90%

B = 89% - 80%

C = 79% - 70%

D = 69% - 65%

F = 64% and below

Students in grades PreK and K will not be graded on a percentage system.

Adopted: December 13, 2004

Reviewed: June 8, 2015

Amended: March 8, 2021

Business OperationsInternal Controls

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

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

- 1) Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
- 2) Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two years;
- 3) Implement a Control System procedure;
- 4) Continue to develop and implement adequate maintenance procedures for the equipment;
- 5) Continue to develop and implement sales procedures for the equipment; and
- 6) Continue to develop and implement disposition procedure for the equipment.

Legal Reference: 2 C.F.R. §§ 200.313 & 200.33.

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

- 1) A procedure for micro-purchases (Under \$10,000);
- 2) A procedure for small purchases (between \$10,000 to \$250,000);
- 3) A procedure for sealed bids;
- 4) A procedure for competitive proposals; and
- 5) A procedure for noncompetitive bids.

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

Cross-Reference: Policies 3130 & 3131.

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

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

Legal Reference: 2 C.F.R. § 200.333.

Suspension and Debarment: The District will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Before entering into a contract regarding a federal award, the District will verify that a vendor has not been debarred, suspended or otherwise excluded, and the District will maintain a copy of said verification.

Legal Reference: 2 C.F.R. § 200.213.

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

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

Legal Reference: 2 C.F.R. § 200.302.

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

Legal Reference: 2 C.F.R. § 200.307.

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

- 1) Are verifiable from the District's records;
- 2) Are not included as contributions for any other Federal award;
- 3) Are necessary and reasonable for accomplishment of project or program objectives;
- 4) Are allowable under the applicable Cost Principles requirements;
- 5) Are not paid by the Federal Government under another Federal award, except where the federal statute authorizing a program specifically provides that Federal funds made

- available for such program can be applied to matching or cost sharing requirements of other Federal programs;
- 6) Are provided for in the approved budget when required by the federal awarding agency; and
 - 7) Conform to other provisions of the law or terms and conditions of the federal award, as applicable.

Legal Reference: 2 C.F.R. § 200.306.

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

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

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

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

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

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

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

District will take other steps to comply with federal award requirements in the event of unexpected or extraordinary circumstances.

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

Date of Adoption: [Insert Date]