

BOARD OF EDUCATIONAL SERVICE UNIT NO. 13 (ESU 13)

Our Mission

Serve, support, and empower

Our Vision and Beliefs

Achieving educational excellence for all learners through strong partnerships,
service, and leadership by...

Collaborating with schools, families, and communities

Serving with equity, efficiency, and integrity

Communicating effectively

Leading with innovation

Agenda

Tuesday, March 18, 2025

Location - ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE 69361

Dinner - 6:30 PM

Regular Meeting - 7:00 PM

{{Name: Agenda Item Name}}

A. Call to Order

1. Meeting is governed by the Nebraska Open Meetings Act as posted.
2. The ESU 13 Board reserves the right to rearrange the order of the agenda.
3. The ESU 13 Board reserves the right to convene an executive session in accordance with § 84-1410.

B. Excuse Absent Board Member(s)

C. Approval of Agenda

1. Consent Action Items
 - a. Minutes of meetings (February regular meeting, and February special meeting)
 - b. Treasurer's Report
 - c. Fund Balance
 - d. Budget Report

- e. Claims for Disbursement
- f. Approval of Certified Staff Hire(s) for 2025-2026
 - a. Halee Emerson - Speech/Language Teacher
Contract approval contingent on release from contract from Sidney Public Schools.
 - b. Stephanie Smith - Professional Learning Literacy Coach
Contract approval contingent on release from contract from Platte County School District #2 (Guernsey, WY)
- g. Approval of Certified Staff Resignation(s) for end of school year 2024-2025
 - a. Caitlyn Weaver - School Psychologist
 - b. Amanda Serda - Meridian SPED teacher
- h. Approval of Program Director Resignation
 - a. B.J. Peters - Technology/Distance Education Director - August 31, 2025

D. Calendar

- **March 19-20, 2025 - NRCSA Spring Conference - Kearney (Diemoz, Winchester)**
- **March 25, 2025 - NASB Open Meetings Workshop - Gering Civic Center (Diemoz, Richards, Sinner)**
- **April 15, 2025 - Regular Board Meeting**
- **April 16, 2025 - ESU 13 Administrative Advisory Council - 10:00 AM, Conference Rooms B/C**
- **April 16, 2025 - NASB Budget & Finance Workshop - Kearney**
- **April 18-21, 2025 - ESU offices closed for Easter Break**

E.

F. Public Forum:

Time limit for each person is three (3) minutes; no response or action taken by the Board.

G. Reports

1. Head Start Reports
 - a. Director's Report, Policy Council, and Financial Reports
 - b. Progress/Improvements - Risk Assessment Notification (RAN) Process
2. Administrator's Report
3. Board Committee Reports
4. Board Member Comments

H. Business

1. Proposed ESU 13 Academic Year Calendar for 2025-2026
The ESU 13 2025-2026 Academic Calendar is ready for approval.

I. Adjournment

NEBRASKA OPEN MEETINGS ACT

84-1407. Act, how cited. Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

84-1408. Declaration of intent; meetings open to public. It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

84-1409. Terms, defined. For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; and

(b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1) (a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body.

(1) Until January 1, 2025:

(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee or the governing body of a rural or suburban fire protection district, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1) (b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the public body shall (A) post such notice on its website, if available, and (B) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(c) In addition to a method of notice required by subdivision (1)(b) (i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) Beginning January 1, 2025:

(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (2)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(B)(I) Posting to the newspaper's website, if available, and (II) posting to a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper.

(ii) In the case of the governing body of a city of the second class or village, any advisory committee of such governing body, or the governing body of a rural or suburban fire protection district, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;

(B)(I) Posting to the newspaper's website, if available, and (II) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(C)(III) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted by the public body in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (2) (b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to publish the notice, the public body shall (A) post such notice on its website, if available, (B) submit a post on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (C) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(3)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (3)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

(ix) The Nebraska Brand Committee;

(x) A local public health department;

(xi) A metropolitan utilities district;

(xii) A regional metropolitan transit authority; and

(xiii) A natural resources district.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsections (1) and (2) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of (a) an organization created under the Interlocal Cooperation Act that sells electricity or natural gas, (b) an organization created under the Municipal Cooperative Financing Act, (C) a governing body of a risk management pool and any advisory committee of such governing body, or (D) any advisory committee of any state entity created in response to the Opioid Prevention and Treatment Act, such organization, governing body, or committee may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing.

(4) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(5) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(6) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (5) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(7) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(8)(a) Notwithstanding subsections (3) and (6) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsections (1) and (2) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (5) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section

84-1413.

(9) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (3)(a) of this section may hold a meeting by virtual conferencing if:

(a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;

(b) No action is taken by the public body at the virtual meeting; and

(c) The public body complies with subdivisions (3)(b)(i) and (ii) of this section.

84-1412. Meetings of public body; rights of public; public body; powers and duties.

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing. Except for closed sessions called pursuant to section 84-1410, a public body shall allow members of the public an opportunity to speak at each meeting.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if:

(a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction;

(b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience;

(c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

(7) Each public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at a meeting.

(8) Public bodies shall make available at the meeting or the in-state location for virtual conferencing as required by subdivision (6)(c) of this section, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make 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. At the beginning of the meeting, the public shall be informed about the location of the posted information.

84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; when.

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written or kept as an electronic record and shall be available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing or keeping the minutes is absent due to a serious illness or emergency.

(6) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public website for at least six months.

84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties.

(1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within one hundred twenty days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than one hundred twenty days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

Revised 07/2024


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OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday, February 18, 2025

The regular meeting of the Board of Educational Service Unit No. 13 (ESU 13) was called to order by President Mark Sinner on Tuesday, February 18, 2025 at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE 69361. The meeting was also held by video-conference. The meeting notice was published in the Star-Herald on Thursday, February 13, 2025.

Present: Diane Coon, Stephen Diemoz, Tim Horn, Patricia Jones, Scott Marsh, Kim Marx, Casper Ningen, Ray Richards, Mark Sinner, Dr. Caroline Winchester, **Absent:** Ronda Kinsey, Tom Millette.

President Sinner referenced the Nebraska Open Meetings Act as posted and noted that the Board reserves the right to rearrange the order of the agenda and to convene an executive session in accordance with § 84-1410.

Moved by Marx, seconded by Richards that absent Board members Millette and Kinsey be excused. Note: Kinsey arrived at 7:11 PM. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Absent, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Horn, seconded by Marsh that the agenda be approved as listed. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Absent, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Winchester, seconded by Jones that consent action items be approved as listed. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Absent, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

February 18, 2025 Approved Claims	
Salaries, Benefits,	\$ 973,263.89
Prof. & Tech. Services; Mileage	\$ 100,225.56
Leases, Utilities & Maintenance	\$ 20,374.50
Copies, Postage, Telephone & Travel	\$ 62,892.42
Supplies, Materials, Software & other Util.	\$ 132,061.69
Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition	\$ 66,130.09
Dues, Fees & Ind. Costs	\$ 1,440.00
Total	\$1,356,388.15

Calendar:

- February 26, 2025 - Administrative Advisory Council will be held by videoconference only - 10:00 AM
- March 4, 2025 - Budget & Finance Workshop - Kearney
- March 5, 2025 - VALTS Graduation - HARMS Center - 11:45 AM
- March 14, 2025 - All Staff Inservice - Gering Civic Center 9:00 AM
- March 17, 2025 - Offices closed for Winter break
- March 18, 2025 - Regular Board meeting - 7:00 PM Main Office and also by videoconference
- March 20-21, 2025 - NRCSA Spring Conference - Kearney (Diemoz)
- March 25, 2025 - NASB Open Meetings Workshop - Gering Civic Center - 6:30-8:30 PM (Richards)

No Public Forum.

Reports:

Board members Sinner and Kinsey attended the Legislative Issues Conference that was held on January 26-27. Each member gave a summary of the meeting.

Krystie Hohnstein, Head Start Director, presented Eligibility, Recruitment, Selection, Enrollment, and Attendance (ERSEA) training:

- Eligibility - Income and age eligibility are the main factors for consideration. A new option added this year allows families who are over income to submit specific household costs, and those over 30% of the household income are able to be subtracted from their total income for eligibility determination.
- Recruitment - Program recruitment efforts were highlighted.
- Selection - Based on selection criteria and is used by the selection committee anytime there is an open position available as a tool to determine the highest need of children on the waitlist.
- Enrollment - The process for enrollment was discussed.
- Attendance - The program is required to maintain an 85% average daily attendance.

Head Start Director's Report, Policy Council, and Financial Reports: No discussion

Administrator's Report:

- Due to extreme weather, the 2025 Mid-Winter Conference that was scheduled for February 17 was cancelled and will not be rescheduled.
- ESUCC Legislative Day is February 25th in Lincoln. This meeting will showcase how ESUs across the state provide the CORE services of Professional Learning, Technology, Instructional Materials, and Distance Learning.
- Dana Cole & Company have made code adjustments to the 2023-2024 Audit Report to meet the specifications of the State.
- Legislative updates were discussed.

Board Committee Reports: Dr. Barrett gave an update on the HARMS Center remodel.

Board member comments: none.

Business:

Moved by Diemoz, seconded by Richards that the Board approve the recommendation of the Policy/Legislative Committee and adopt the amendments to Article 3, Sections 5 and 8 as presented and waive the second reading. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Marsh, seconded by Horn that the Board approve the Administrator's Contract of Employment as proposed. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Winchester, seconded by Marx that the Board grant a 3.14% total package increase to the professional leadership personnel. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Kinsey, seconded by Coon that the Board grant a 5% total package increase to the classified personnel. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Absent, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

President Sinner adjourned the meeting at 7:51 PM. The next regular meeting is scheduled for Tuesday, March 18, 2025, at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, and by videoconference.

President

Secretary

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Friday, February 21, 2025

A special meeting of the Board of Educational Service Unit No. 13 (ESU 13) was called to order by President Mark Sinner on Friday, February 21, 2025 at 1:00 PM at the ESU Main Office Conference Room A, 4215 Avenue I, Scottsbluff, NE 69361, and by video conference. The meeting notice was published on the ESU 13 website and door entrances on 2/19/25. It was published on the statewide website by Column on 2/19/25.

President Sinner referenced the Open Meetings Act as posted.

Present: Diane Coon, Stephen Diemoz, Tim Horn, Patricia Jones, Ronda Kinsey, Scott Marsh, Kim Marx, Tom Millette, Casper Ningen, Ray Richards, Mark Sinner, Dr. Caroline Winchester.

Moved by Millette, seconded by Kinsey that the agenda be approved as listed. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Diemoz, seconded by Marsh that the Board approve the resignation of Tom Peacock, Alternative Education Director. Coon: Aye, Diemoz: Aye, Horn: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Ningen: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

President Sinner adjourned the meeting at 1:04 PM.

President

Secretary

TREASURER'S REPORT

February 2025

GENERAL FUND: Platte Valley Bank		
Balance - January 31, 2025	\$1,624,336.72	
Revenue - February	\$1,460,235.28	
Checks/Direct Deposits - February	\$1,339,196.36	
HS Rent (\$2,835.00); HS Food Reimbursement (\$4,064.54); Investment Interest 11,051.71; Investment fee: \$1,063.09	-\$5,215.26	
Transfer funds from GF for investment	\$872,600.00	
Voided checks: #23258 to InMind Services LLC dated 1/21/25 for \$8,000; #23311 to Studio Blue LLC dated 1/21/25 for \$6,500	\$14,500.00	
BALANCE GENERAL FUND - February 28, 2025		\$882,060.38
PETTY CASH FUND (Scottsbluff site): Riverstone Bank		
Cash on hand - January 31, 2025	\$500.00	
Cash received - February	<u>\$15.00</u>	
Cash available - February	\$515.00	
Cash paid out - February	<u>\$15.00</u>	
Cash on hand - February 28, 2025	\$500.00	
TOTAL ACCOUNTED FOR IN PETTY CASH	\$500.00	
PETTY CASH FUND (Sidney site): Security First Bank		
Cash on Hand - January 31, 2025	\$300.00	
Cash received - February	<u>\$0.00</u>	
Cash available - February	\$300.00	
Cash paid out - February	<u>\$0.00</u>	
Cash on Hand - February 28, 2025	\$300.00	
TOTAL ACCOUNTED FOR IN PETTY CASH (Sidney site)	\$300.00	
GENERAL FUND INVESTMENTS		
First National Bank (FNBO) (Scottsbluff)		
Money Market Checking #...1011	\$343,371.13	
Nebraska Liquid Asset Fund (NLAF):		
CD-T Bank, Tollway, TX	\$237,000.00	
CD-Financial Federal Savings Bank, Memphis, TN	\$237,000.00	
CD-Solera National Bank, Lakewood, CO	\$236,000.00	
CD-Maplemark Bank, Dallas, TX	\$237,000.00	
CD-Tioga-Franklin Savings Bank, Philadelphia, PA	\$244,000.00	
CD-Nexbank, Ssb, Dallas, TX	\$238,000.00	
CD-West Pointe Bank, Oshkosh, WI	\$231,000.00	
CD-First Bank of Ohio, Tiffin, OH	\$232,000.00	
CD-First Security Bank and Trust Co., Oklahoma City, OK	\$239,000.00	
CD-First State Bank of Dequeen, Dequeen, AR	\$239,000.00	
CD-Flagstar Bank, Fsb, Troy, MI	\$234,000.00	
CD-First Capital Bank, Charleston, SC	\$226,000.00	
CD-Cornerstone Bank, Nebraska, York, NE	\$234,000.00	
CD-First Pryority Bank, Pryor, OK	\$230,000.00	
CD-American Commercial Bank & Trust, Ottawa, IL	\$200,000.00	

NLAF General Fund	\$302,637.62	
Security First Bank (Sidney): CD# 10050664	\$173,785.58	
BALANCE GENERAL FUND INVESTMENTS - February 28, 2025		\$4,313,794.33
COUNTY FUNDS - February 28, 2025 (Figures not yet available)		\$0.00
TOTAL FUNDS AVAILABLE GENERAL FUND - February 28, 2025		\$5,195,854.71
PAYROLL CHECKING: Platte Valley Bank		
Balance - January 31, 2025	\$7,283.61	
Deposits (includes Interest) - February	\$970,880.96	
Expense - (Includes transfer of Interest to General Fund) - February	\$970,880.96	
BALANCE PAYROLL CHECKING - February 28, 2025		\$7,283.61
SECTION 125 FUND		
Balance - January 31, 2025	\$3,056.94	
Deposits - February	\$4,276.93	
Payments - February	<u>\$1,920.25</u>	
BALANCE SECTION 125 FUND, First National Bank of Omaha	\$5,413.62	
Balance at BanCorp for Benecards	\$972.33	
TOTAL BALANCE OF FUNDS FOR SECTION 125 - February 28, 2025	\$6,385.95	
TOTAL FUNDS AVAILABLE PAYROLL FUND - February 28, 2025		\$7,283.61
REVENUE SOURCES	THIS MONTH	YEAR TO DATE
Property Taxes	\$157,696.79	\$1,060,099.09
School Contacts	\$521,978.58	\$2,335,784.40
Professional Learning	\$820.00	\$49,229.39
Repair/Production	\$7.20	\$23.20
State/Federal Sources	\$729,120.52	\$4,539,179.08
Interest on Investments	\$11,570.78	\$47,537.69
Core Services/Technology Infrastructure	\$0.00	\$469,355.15
Insurance Adjustments/Other Non-Revenue Receipts	\$39,041.41	\$652,615.74
TOTAL	\$1,460,235.28	\$9,153,823.74

CHECK REGISTER FEBRUARY 2025

CHECK NO.	CHECK DATE	ENTITY NAME	AMOUNT
23328	02/05/2025	ALLO COMMUNICATIONS	\$2,321.19
23329	02/05/2025	ALLO COMMUNICATIONS	\$473.40
23330	02/05/2025	CITY OF SIDNEY	\$4,955.12
23331	02/05/2025	ED SERVICE UNIT NO 13	\$970,834.89
23332	02/05/2025	NEBRASKA PUBLIC POWER DISTRICT	\$826.61
23333	02/05/2025	NPPD	\$4,197.55
23334	02/05/2025	VERIZON WIRELESS	\$1,052.96
23335	02/13/2025	VISA	\$7,177.81
23336	02/18/2025	20/20 TECHNOLOGIES, LLC	\$709.20
23337	02/18/2025	ACR PROPERTIES, LLC	\$520.00
23338	02/18/2025	VOIDED - AESA FOR \$625.00	\$0.00
23339	02/18/2025	AHLERS BAKING, INC	\$63.96
23340	02/18/2025	APPLE INC	\$329.00
23341	02/18/2025	AUTOZONE, INC	\$77.98
23342	02/18/2025	BAYARD PUBLIC SCHOOLS	\$2,491.50
23343	02/18/2025	BOX BUTTE GENERAL HOSPITAL	\$60.00
23344	02/18/2025	BRIDGEPORT PUBLIC SCHOOLS	\$972.00
23345	02/18/2025	CASH-WA DISTRIBUTING	\$11,185.30
23346	02/18/2025	CDW GOVERNMENT, INC	\$175.32
23347	02/18/2025	CENTURYLINK COMMUNICATIONS	\$271.19
23348	02/18/2025	CENTURYLINK COMMUNICATIONS	\$262.03
23349	02/18/2025	CHARTER COMMUNICATIONS	\$1,526.02
23350	02/18/2025	CHRISTINE RIPPE	\$200.00
23351	02/18/2025	CITY OF GERING	\$4,054.00
23352	02/18/2025	CITY OF SCOTTSBLUFF	\$423.62
23353	02/18/2025	CITY OF SCOTTSBLUFF	\$201.70
23354	02/18/2025	COLUMN SOFTWARE, PBC (STAR-HERALD NOTICES)	\$10.36
23355	02/18/2025	CORNHUSKER MARRIOTT HOTEL	\$340.00
23356	02/18/2025	CREATIVE SIGNS BY COZAD	\$215.00
23357	02/18/2025	CREEK VALLEY PUBLIC SCHOOLS	\$10,564.68
23358	02/18/2025	CULLIGAN	\$15.90
23359	02/18/2025	CULLIGAN OF SCOTTSBLUFF	\$226.03
23360	02/18/2025	CYTEK MEDIA SYSTEMS, INC	\$33,654.00
23361	02/18/2025	D. MARTIN-ESU #13	\$15.00
23362	02/18/2025	EAKES OFFICE SOLUTIONS	\$220.00
23363	02/18/2025	ED SERVICE UNIT NO 4	\$15.00
23364	02/18/2025	FAIRFIELD INN BY MARRIOTT	\$273.00
23365	02/18/2025	FIRST UNITED METHODIST CHURCH	\$100.00
23366	02/18/2025	FRANK PARTS COMPANY	\$96.41
23367	02/18/2025	FRENCHMAN VALLEY COOP	\$752.23
23368	02/18/2025	GERING PUBLIC SCHOOLS	\$11,340.00
23369	02/18/2025	HAMPTON INN - KEARNEY	\$1,699.46
23370	02/18/2025	HAMPTON INN & SUITES	\$110.00
23371	02/18/2025	HEMINGFORD PUBLIC SCHOOLS	\$3,238.89
23372	02/18/2025	HOBBY LOBBY	\$75.57
23373	02/18/2025	HOLIDAY INN EXPRESS & SUITES CHADRON	\$208.00
23374	02/18/2025	HULLINGER GLASS AND LOCKS	\$14.25
23375	02/18/2025	HX3 HANDYMAN SERVICE LLC	\$97.50
23376	02/18/2025	MICHELLE GALINDO	\$6,500.00
23377	02/18/2025	JNW CONSULTING LLC	\$3,648.00
23378	02/18/2025	KAPLAN EARLY LEARNING	\$5,904.20
23379	02/18/2025	KIDS KORNER	\$1,000.00
23380	02/18/2025	LORI KOUBA	\$120.00
23381	02/18/2025	LAKESHORE LEARNING MATERIALS	\$21,931.17
23382	02/18/2025	LAKESHORE LEARNING MATERIALS	\$9,288.18
23383	02/18/2025	LEYTON PUBLIC SCHOOLS	\$1,944.00

23384	02/18/2025	LICENSURE UNIT	\$50.00
23385	02/18/2025	RAMSEY ERIN	\$1,043.00
23386	02/18/2025	DEBRA MASON	\$800.96
23387	02/18/2025	MENARDS	\$977.78
23388	02/18/2025	MENARDS	\$192.87
23389	02/18/2025	MIDWEST CONNECT	\$585.00
23390	02/18/2025	MINATARE PUBLIC SCHOOLS	\$2,849.00
23391	02/18/2025	MITCHELL PUBLIC SCHOOLS	\$3,709.00
23392	02/18/2025	MORRILL PUBLIC SCHOOLS	\$5,832.00
23393	02/18/2025	MOUNTAIN VISION PIZZA DBA DOMINO'S	\$277.51
23394	02/18/2025	NASB ALICAP	\$2,429.00
23395	02/18/2025	NEBRASKA ASSOCIATION OF SCHOOL	\$1,030.00
23396	02/18/2025	NEBRASKA RURAL RADIO ASSOCIATION	\$575.00
23397	02/18/2025	NIOBRARA LODGE	\$330.00
23398	02/18/2025	NMC EXCHANGE LLC	\$1,530.00
23399	02/18/2025	NRCSA	\$880.00
23400	02/18/2025	SARAH OCHOA	\$544.80
23401	02/18/2025	OPTK NETWORKS	\$7,769.80
23402	02/18/2025	PEPSI COLA OF WESTERN NEBRASKA	\$135.83
23403	02/18/2025	PLATTE RIVER GLASS	\$291.00
23404	02/18/2025	PLATTE VALLEY CREAMERY	\$1,207.45
23405	02/18/2025	QUILL LLC	\$96.29
23406	02/18/2025	ROSETTA STONE	\$240.00
23407	02/18/2025	ROTARY CLUB OF SB-GERING	\$360.00
23408	02/18/2025	LEE SALAS SR	\$300.00
23409	02/18/2025	SAUDER'S AUTOMOTIVE	\$151.39
23410	02/18/2025	SCOTTSBLUFF FAMILY YMCA	\$150.00
23411	02/18/2025	SCOTTSBLUFF PUBLIC SCHOOLS	\$20,075.00
23412	02/18/2025	SCOTTSBLUFF PUBLIC SCHOOLS	\$1,945.20
23413	02/18/2025	RUSSELL SMITH	\$2,100.00
23414	02/18/2025	SONNY'S SUPER FOODS/BRIDGEPORT	\$1,991.81
23415	02/18/2025	TEAM CHEVROLET	\$2,194.81
23416	02/18/2025	THE UNITED METHODIST CHURCH-SHER BEARS	\$570.00
23417	02/18/2025	THE UNIVERSITY OF NEBRASKA - LINCOLN	\$2,803.00
23418	02/18/2025	UNIVERSITY OF NEBRASKA KEARNEY	\$2,438.75
23419	02/18/2025	VERIZON WIRELESS	\$192.41
23420	02/18/2025	WASH-IT LLC DBA HI PERFORMANCE CAR WASH	\$73.24
23421	02/18/2025	WASTE CONNECTIONS OF NEBRASKA INC	\$97.78
23422	02/18/2025	WESTERN NE MOVING & STORAGE	\$500.00
23423	02/18/2025	WESTERN NEBRASKA COMMUNITY COLLEGE	\$1,088.00
23424	02/18/2025	WNCC, TREASURER	\$3,346.00
23425	02/18/2025	WNHRMA	\$50.00
23426	02/27/2025	VISA	\$13,475.64
23427	02/27/2025	BLACK HILLS ENERGY	\$2,271.92
23428	02/27/2025	CHARTER COMMUNICATIONS	\$48.98
23429	02/27/2025	CITY OF BRIDGEPORT	\$365.75
23430	02/27/2025	CITY OF SCOTTSBLUFF	\$443.43
23431	02/27/2025	NPPD	\$47.76
23432	02/27/2025	VERIZON WIRELESS	\$529.82
23433	02/27/2025	VIAERO WIRELESS	\$188.33
DIRECT DEPOSIT			
1853	02/05/2025	GREAT PLAINS COMMUNICATIONS	\$1,408.83
1854	02/18/2025	AB CREATIVE INC	\$71,653.85
1855	02/18/2025	TOTALLY TOTS LLC	\$360.00
1856	02/18/2025	DEIRDRE AMUNDSEN	\$50.00
1857	02/18/2025	BAYARD TIGER CUB CHILDCARE CENTER	\$120.00
1858	02/18/2025	JESSICA BRODERICK	\$50.00

1859	02/18/2025	CAPITAL BUSINESS	\$2,502.38
1860	02/18/2025	CAPITAL BUSINESS SYSTEMS	\$1,449.69
1861	02/18/2025	CARPENTER CENTER	\$5,000.00
1862	02/18/2025	CHUCK ELLEY PRESENTATIONS	\$200.00
1863	02/18/2025	COMMUNITY CHRISTIAN SCHOOL	\$120.00
1864	02/18/2025	JADEN CRISWELL	\$257.60
1865	02/18/2025	DAS STATE ACCOUNTING - CENTRAL	\$567.87
1866	02/18/2025	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C.	\$117.50
1867	02/18/2025	HEATHER ESTERDAHL	\$313.60
1868	02/18/2025	FBG SERVICE CORPORATION	\$1,158.00
1869	02/18/2025	FIRST UNITED METHODIST CHURCH-GRACE GARDENS	\$100.00
1870	02/18/2025	SAMANTHA FISHER	\$967.00
1871	02/18/2025	MEGGIN FUNK	\$170.80
1872	02/18/2025	ANNA GAMBOA	\$4,345.00
1873	02/18/2025	KRYSTIE HOHNSTEIN	\$50.00
1874	02/18/2025	ROXANE HUMPHREY	\$390.49
1875	02/18/2025	IDEAL LINEN SUPPLY	\$790.63
1876	02/18/2025	IDEAL LINEN SUPPLY	\$307.98
1877	02/18/2025	IDEAL LINEN/BLUFFS	\$134.92
1878	02/18/2025	IDEAL LINEN/BLUFFS	\$626.11
1879	02/18/2025	INLAND TRUCK PARTS COMPANY	\$916.72
1880	02/18/2025	LYNNDEE JACOBSON	\$731.36
1881	02/18/2025	DENITA JULIUS	\$634.20
1882	02/18/2025	RIANNON KEIM	\$89.60
1883	02/18/2025	MEGAN LANTIS	\$39.20
1884	02/18/2025	LEGACY COOPERATIVE	\$5,253.29
1885	02/18/2025	KATHY WEBER	\$60.00
1886	02/18/2025	JENNIFER LOPEZ	\$308.00
1887	02/18/2025	LR4, LLC	\$600.00
1888	02/18/2025	RENEE MILLER	\$222.76
1889	02/18/2025	THOMAS MILLETTE	\$375.20
1890	02/18/2025	BOBBIE MOSEMAN	\$2,722.78
1891	02/18/2025	NICOLE MURPHY	\$301.00
1892	02/18/2025	ONE SOURCE	\$40.50
1893	02/18/2025	SIERRA OSTDIEK	\$35.00
1894	02/18/2025	LEAH REED	\$455.00
1895	02/18/2025	KYLE RICE	\$1,184.16
1896	02/18/2025	NICOLE SARNIRAND	\$627.20
1897	02/18/2025	BETTY SCHUBAUER	\$831.32
1898	02/18/2025	SHERWIN-WILLIAMS CO	\$15.73
1899	02/18/2025	SIDNEY PUBLIC SCHOOLS	\$100.00
1900	02/18/2025	STERLING COMPUTERS CORPORATION	\$2,981.01
1901	02/18/2025	DAWN TERRELL	\$526.76
1902	02/18/2025	KALYN TISUE	\$493.96
1903	02/18/2025	ALLISON TRAMP	\$1,080.96
1904	02/18/2025	TWO SMOKIN GRILLS	\$330.00
1905	02/18/2025	ANGELA LUPPEN	\$750.00
1906	02/18/2025	CAITLYN WEAVER	\$47.60
1907	02/27/2025	CENTURYLINK COMMUNICATIONS	\$538.82
1908	02/27/2025	GREAT PLAINS COMMUNICATIONS	\$3,537.49
		CHECKING ACCOUNT TOTAL	\$1,339,196.36

FUND BALANCE: February 28, 2025	
Board Meeting: March 18, 2025	
	GENERAL FUND
Total Fund Balance, 9/1/2024	\$4,468,260.15
Revenue YTD	\$9,153,823.74
County Treasurers' Balances	\$0.00
Available Funds	\$13,622,083.89
Expenses YTD include February adjustments: HS Rent (\$2,835.00); HS Food Reimbursement (\$4,064.54); Investment Fee \$1,063.09. Voided checks #23258 and #23311 for a total of (\$14,500)	\$8,426,229.18
TOTAL FUND BALANCE February 28, 2025	\$5,195,854.71
General Fund Checking	\$882,060.38
County Treasurers' Balances	\$0.00
Money Market Checking (FNBO)	\$343,371.13
Certificates of Deposit	\$3,970,423.20
TOTAL FUND BALANCE February 28, 2025	\$5,195,854.71

**Board of Ed Summary
February 2025**

Function #	Sub Account	Program	Adopted Budget	Expended During February 2025	YTD Total for 2024-2025
1100	1100	VALTS	341,100	22,589.98	139,182.75
1100	1110	NEVA - NE ED VIRTUAL ACADEMY	181,813	15,306.05	88,574.18
1190	3544	SIXPENCE CCP GERING SEPT 24-JUNE 25	440,834	32,450.95	186,465.99
1190	3545	SIXPENCE CCP GERING JULY-AUG 2025	88,166	0.00	0.00
1200	1212	TRANSITION PROGRAM	66,299	4,938.65	31,949.48
1200	1232	MERIDIAN	1,019,432	141,862.17	518,072.98
1200	1234	LIFELINK	295,563	22,251.49	143,287.50
1296	1217	EARLY CHILDHOOD EDUCATOR	124,829	9,279.32	57,782.60
2120	1241	SUPERVISION	229,197	16,527.24	102,729.20
2120	2160	IOP	6,723	0.00	0.00
2131	2131	Health Services	2,000	0.00	301.95
2141	2140	PSYCHOLOGICAL SERVICES SCHOOL AGE	954,277	75,409.57	502,802.06
2146	2140	PSYCHOLOGICAL SERVICES BELOW AGE 5	37,671	2,894.68	22,289.06
2151	1216	SPEECH/LANGUAGE PROGRAM SCHOOL AGE	630,469	49,668.16	300,746.58
2156	1216	SPEECH/LANGUAGE PROGRAM BELOW AGE 5	248,436	18,894.82	114,264.01
2151	1218	DEAF EDUCATION SCHOOL AGE	131,627	10,862.86	64,792.94
2156	1218	DEAF EDUCATION BELOW AGE 5	48,497	3,842.35	23,113.45
2161	1214	OCCUPATIONAL THERAPY SCHOOL AGE	115,931	8,383.38	48,777.42
2166	1214	OCCUPATIONAL THERAPY BELOW AGE 5	30,817	2,228.48	12,516.53
2171	1215	PHYSICAL THERAPY SCHOOL AGE	44,000	0.00	20,197.93
2176	1215	PHYSICAL THERAPY BELOW AGE 5	13,000	0.00	5,583.56
2181	1211	PROGRAM FOR VISUALLY IMPAIRED SCHOOL AGE	121,382	14,078.77	65,600.07
2186	1211	PROGRAM FOR VISUALLY IMPAIRED BELOW AGE 5	34,235	3,970.94	18,885.10
2190	2501	HS/EHS NON GRANT EXPENDITURES	12,348	0.00	24.99
2190	2502	BUFFINGTON MEMORIAL HS SCHOLARSHIP	2,870	0.00	0.00
2190	2550	MEDICAID IN PUBLIC SCHOOLS	22,440	1,452.69	9,162.73
2213	1970	STAFF TRAINING FLOW THROUGH	2,500	64.11	64.08
2213	2192	ASD TRAININGS	15,970	0.00	289.73
2213	3551	CORE Professional Learning	1,117,049	61,045.30	501,164.59
2290	2230	SCHOOL SPECIAL EDUCATION INSERVICE	22,554	1,135.81	6,885.90
2310	2310	BOARD OF EDUCATION	137,409	6,376.36	96,592.29
2320	2320	EXECUTIVE ADMINISTRATION	241,366	18,271.77	122,366.75
2320	2321	ADMINISTRATION - SATELLITE OFFICES	76,146	6,113.13	42,698.34
2510	2508	GRANT ADMINISTRATION	501,000	21,107.89	274,663.41
2510	2510	GENERAL BUSINESS	154,738	10,478.39	81,890.06
2520	2223	PURCHASING, WAREHOUSING AND DIST.	24,143	385.79	16,218.19
2560	2560	Public Information	66,731	4,709.79	31,260.78
2570	2570	PERSONNEL SERVICES	39,226	2,500.48	26,547.84
2580	2226	DL INTERLOCAL SCHOOL CONSORTIUM	163,170	12,520.13	72,495.36
2580	2227	DL EQUIPMENT REPLACEMENT	252,126	8,387.00	9,169.00
2580	2228	E-RATE CONSORTIUM	279,209	22,427.08	140,607.34
2580	2231	SCHOOL TECHNOLOGY INSERVICE (SRS)	45,696	0.00	6,000.00
2590	2509	CENTRAL SUPPORT	123,613	2,842.90	52,040.78
2590	5614	Staff Fund	1,483	210.83	719.61
2590	5617	Vending Machine	800	241.80	669.72
2610	2610	OPERATION OF SCOTTSBLUFF BUILDING	133,000	4,621.17	87,201.29
2610	2611	OPERATION OF SIDNEY BUILDING	52,000	6,113.12	26,556.81
2610	2612	OPERATION OF HATC BUILDING	45,143	0.00	35,550.59
2620	2620	MAINTENANCE OF FACILITY	247,440	12,911.87	136,615.55
2630	2610	OPERATION OF SCOTTSBLUFF BUILDING	14,500	0.00	8,457.23
2650	2525	UNIT TRANSPORTATION	56,078	13,923.68	53,908.24
2670	2125	ELLEY PRESENTATION CONSORTIUM	32,125	200.00	7,765.92
2712	2760	SCHOOL AGE TRANSPORTATION	11,297	522.83	6,583.14
3100	2190	LUNCH PROGRAM	29,782	2,478.20	13,040.57
3300	2191	PELC TRAININGS	18,309	1,751.88	8,167.22
3300	2194	ELC Coach Consultant Trainings	1,500	0.00	0.00
3300	2210	PANHANDLE PARTNERSHIP Systems of Care	4,000	318.76	1,918.35
3400	3400	ROOTED IN RELATIONSHIP SEPT 24-JUNE 25	117,394	6,955.86	38,733.95
3400	3401	ROOTED IN RELATIONSHIP JULY-AUG 2025	23,479	0.00	0.00
3400	3402	PANHANDLE BEGINNINGS DAY SCHOOL 14	739,766	49,675.36	330,301.42
3400	3403	United Healthcare Transition Grant	9,203	0.00	0.00
3400	3404	Healthy Snacks For Schools Funds	3,689	0.00	0.00

Function #	Sub Account	Program	Adopted Budget	Expended During February 2025	YTD Total for 2024-2025
3400	6915	FAFSA NE Completion Grant	0	0.00	171.96
3512	0000	DL INCENTIVES	0	2,530.39	15,182.34
3552	0004	Safety Grant	500,000	0.00	14,373.38
3599	0005	Step Up To Quality	22,000	0.00	0.00
3599	3500	EARLY DEVELOPMENT NETWORK	363,679	27,448.75	170,800.40
3599	3552	CORE TECHNOLOGY	516,543	33,992.74	227,638.87
3599	3553	EIHFT	136,483	5,275.77	45,839.78
3599	3900	NDE SCHOOL MENTAL HEALTH GRANT	221,237	9,722.51	62,525.08
3599	3905	Private Insurance/Medicaid/Region I Grant	9,900	0.00	0.00
3599	3907	TRANSITION SUMMER PROGRAM 2024-VR	2,384	0.00	583.80
3599	3909	JOB EXPO FOR STUDENTS-VR GRANT	5,310	0.00	0.00
3599	3910	TRANSITION SUMMER PROGRAM 2025-VR	14,000	0.00	0.00
3599	3914	Pre K-2 PD Specialist Grant	21,126	0.00	1,615.20
3599	3995	STATE FUNDED GRANTS	300,000	0.00	0.00
4700	4700	Building Improvements	200,000	25,835.96	67,086.68
5000	2515	TECH CENTER-WNCC LEASE PURCHASE	59,375	0.00	2,187.50
6415	4401	EC MTSS IMPLEMENT FACILITATE 23-24	0	0.00	2,339.98
6415	4403	ELC Coach Consultant June-August 2025	34,500	0.00	1,126.70
6415	4404	ELC Coach Consultant Sept 2024-May 2025	138,000	10,877.99	62,119.64
6415	4414	NeMTSS Regional Grant 2023-2024	46,426	0.00	3,423.53
6415	4415	NeMTSS Regional Grant 2024-2025	162,000	10,280.71	67,097.77
6415	4520	Teacher Retention Grant 2023-2024	47,264	0.00	4,395.59
6415	4521	Teacher Retention Grant 2024-2025	125,378	8,162.12	56,835.72
6415	4950	WEST REGION ASD PROJECT 2023-2024	31,395	0.00	14,987.11
6415	4951	WEST REGION ASD PROJECT 2024-2025	197,541	14,765.54	93,862.18
6415	4954	WESTERN REGION ASD Part C 2023-2024	3,537	0.00	1,331.19
6415	4955	WESTERN REGION ASD Part C 2024-2025	21,949	1,640.62	10,429.17
6416	4905	SPED PRT #13 2023-2024	14,533	0.00	10,525.18
6416	4906	SPED PRT #13 2024-2025	22,000	703.03	8,762.01
6416	4907	SPED PRT #14 2023-2024	10,444	0.00	7,488.16
6416	4908	SPED PRT #14 2024-2025	15,250	357.53	8,456.16
6417	4830	WEST REGION TRANSITION August 2025	10,053	0.00	427.46
6417	4832	WEST REG TRANSITION Sept 2024-July 2025	120,640	11,732.80	56,192.27
6418	4980	PEAK PROJECT Sept. 2024-July 2025	144,945	4,998.32	34,777.71
6418	4981	PEAK PROJECT Sept. 2023-July 2024	12,079	0.00	6,986.97
6690	4939	ARPA Training Sept. 2023-May 2024	0	0.00	243.38
6690	4940	EARLY LRNG CONNECT JUNE-AUG 2025	28,121	0.00	1,864.64
6690	4942	EARLY LRNG CONNECT SEPT 2024-MAY 2025	168,727	10,969.25	80,011.18
6700	4705	CARL PERKINS 2024-2025	105,641	0.00	59,290.95
6700	4706	CARL PERKINS 2023-2024	35,216	0.00	(227.76)
6915	4915	TITLE I, PART C-MIGRANT ED SEPT. 2024	853,651	0.00	139,410.95
6915	4916	TITLE I, PART C-MIGRANT OCT 2024-AUG 2025	677,676	36,317.35	150,087.43
6925	4925	TITLE III LEP 2023-2024	54,773	0.00	44,983.51
6925	4927	TITLE III LEP 2024-2025	45,417	240.00	12,425.79
6926	4928	Title III Immigrant Education	2,500	0.00	0.00
6940	4941	HEAD START APRIL-AUGUST 2025	683,947	0.00	0.00
6940	4943	EARLY HEAD START APRIL-AUGUST 2025	569,119	0.00	0.00
6940	4944	HEAD START SEPT 2024-MARCH 2025	1,378,501	152,774.56	980,292.52
6940	4945	HEAD START T&TA APRIL-AUGUST 2025	8,977	0.00	0.00
6940	4946	EARLY HEAD START T&TA APRIL-AUG 2025	7,785	0.00	0.00
6940	4947	EARLY HS SEPT 2024-MARCH 2025	1,130,210	143,079.20	980,938.34
6940	4948	HEAD START T&TA SEPT. 2024-MARCH 2025	14,389	3,100.10	20,807.48
6940	4949	EARLY HS T&TA SEPT 2024-MAR 2025	14,133	3,857.65	24,693.34
6940	4956	Head Start One Time Funds	154,651	43,907.50	55,244.94
6945	4802	FEDERAL NUTRITION PROGRAMS	135,308	11,682.29	44,358.62
6969	4966	TITLE IV PART A ESEA/ESSA SEPT 2024	103,883	60.00	7,316.68
6969	4967	TITLE IV PART A OCT 2024-AUG 2025	110,000	6,760.40	34,438.50
6990	3558	USDA Rural Utility Grant	1,148,778	0.00	0.00
6990	3901	Stronger Connections	100,000	0.00	0.00
6990	4455	NEBMAC	200,000	2,602.99	16,232.09
6990	4999	FEDERAL FUNDED GRANTS	800,000	0.00	0.00
TOTAL			22,108,964	1,318,859.91	8,426,229.18

CHECK LISTING MARCH 18, 2025

<u>Check #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Description</u>	<u>Amount</u>
23426	02/27/2025	VISA	MULTIPLE EXPENSES	13,475.64
23427	02/27/2025	BLACK HILLS ENERGY	UTILITIES	2,271.92
23428	02/27/2025	Charter Communications	TELECOMMUNICATION	48.98
23429	02/27/2025	CITY OF BRIDGEPORT	UTILITIES	365.75
23430	02/27/2025	CITY OF SCOTTSBLUFF	UTILITIES	443.43
23431	02/27/2025	NPPD	UTILITIES	47.76
23432	02/27/2025	VERIZON WIRELESS	TELECOMMUNICATION	529.82
23433	02/27/2025	VIAERO WIRELESS	TELECOMMUNICATION	188.33
23434	03/05/2025	Allo Communications	TELECOMMUNICATION	2,102.38
23435	03/05/2025	ALLO COMMUNICATIONS	TELECOMMUNICATION	576.94
23436	03/05/2025	CITY OF SCOTTSBLUFF	UTILITIES	221.52
23437	03/05/2025	CITY OF SIDNEY	UTILITIES	5,043.89
23438	03/05/2025	ED SERVICE UNIT NO 13	PAYROLL	974,111.66
23439	03/05/2025	NEBRASKA PUBLIC POWER DISTRICT	UTILITIES	827.80
23440	03/05/2025	NPPD	UTILITIES	3,981.10
23441	03/07/2025	VISA	MULTIPLE EXPENSES	4,574.37
23442	03/18/2025	Ace Hardware	SUPPLIES	62.07
23443	03/18/2025	ACR Properties LLC	RENT RPAD	520.00
23444	03/18/2025	AESA	REGISTRATION	1,780.00
23445	03/18/2025	AUTOZONE, INC	SUPPLIES	69.73
23446	03/18/2025	B & C STEEL CORPORATION	SUPPLIES	85.73
23447	03/18/2025	BAYARD PUBLIC SCHOOLS	HS TUITION	2,367.00
23448	03/18/2025	BENZEL PEST CONTROL	PROFESSIONAL SERVICES	170.50
23449	03/18/2025	BENZEL PEST CONTROL	PROFESSIONAL SERVICES	104.50
23450	03/18/2025	BLACK HILLS ENERGY	UTILITIES	660.37
23451	03/18/2025	Box Butte General Hospital	SIXPENCE REIMBURSEMENT	960.00
23452	03/18/2025	BRIDGEPORT PUBLIC SCHOOLS	HS TUITION	972.00
23453	03/18/2025	Burger Werx	PROFESSIONAL SERVICES	91.92
23454	03/18/2025	CAPWN HEALTH CENTER	PROFESSIONAL SERVICES	197.00
23455	03/18/2025	CASH-WA DISTRIBUTING	HS SUPPLIES	6,033.36
23456	03/18/2025	CDW Education - AMPLIFIED	PROFESSIONAL SERVICES	480.00
23457	03/18/2025	CELLIS CYCLE CENTER LLC	PROFESSIONAL SERVICES	42.95
23458	03/18/2025	CENTURYLINK COMMUNICATIONS	TELECOMMUNICATION	1,255.19
23459	03/18/2025	CENTURYLINK COMMUNICATIONS	TELECOMMUNICATION	262.03
23460	03/18/2025	Charter Communications	TELECOMMUNICATION	1,526.02
23461	03/18/2025	Christine Rippe	SIXPENCE REIMBURSEMENT	30.00
23462	03/18/2025	CITY OF GERING	PROFESSIONAL SERVICES	6,600.00
23463	03/18/2025	CITY OF SCOTTSBLUFF	UTILITIES	446.77
23464	03/18/2025	Cobblestone Hotel & Suites - Gering	LODGING	434.00
23465	03/18/2025	Column Software, PBC (Star Herald Notices)	PROFESSIONAL SERVICES	28.37
23466	03/18/2025	COMPLETE CARE FAMILY PRACTICE, LLC	PROFESSIONAL SERVICES	101.00
23467	03/18/2025	Bertha Sayaloune	SIXPENCE REIMBURSEMENT	195.00
23468	03/18/2025	Crescent Electric Supply Company	SUPPLIES	250.80
23469	03/18/2025	CSC CONFERENCING OFFICE	PROFESSIONAL SERVICES	153.45
23470	03/18/2025	CULLIGAN	PROFESSIONAL SERVICES	63.60
23471	03/18/2025	CULLIGAN OF SCOTTSBLUFF	PROFESSIONAL SERVICES	88.50
23472	03/18/2025	Deborah Delaney	SUPPLIES	1,307.96
23473	03/18/2025	DOCU-SHRED, LLC	PROFESSIONAL SERVICES	30.00
23474	03/18/2025	EAKES OFFICE SOLUTIONS	SUPPLIES	30.00
23475	03/18/2025	ED SERVICE UNIT NO 6	MIDWINTER CONFERENCE PRESENTER	1,152.16
23476	03/18/2025	ESU COORDINATE COUNCIL	REGISTRATION	2,210.46
23477	03/18/2025	FINNEYS INC	SUPPLIES	8.59
23478	03/18/2025	First United Methodist Church	TITLE IC TUITION	100.00
23479	03/18/2025	FRANK PARTS COMPANY	SUPPLIES	23.78
23480	03/18/2025	FRENCHMAN VALLEY COOP	FUEL	567.08
23481	03/18/2025	Nancy Garner	MILEAGE	187.60
23482	03/18/2025	GERING PUBLIC SCHOOLS	HS TUITION	11,340.00
23483	03/18/2025	Goodwill Industries of Greater Nebraska, Inc.	PROFESSIONAL SERVICES	500.00
23484	03/18/2025	Graduate - Lincoln	LODGING	138.92
23485	03/18/2025	HAMPTON INN - KEARNEY	LODGING	437.00
23486	03/18/2025	HAMPTON INN & SUITES	LODGING	220.00
23487	03/18/2025	Nicholas Eickhoff - Heritage Falls Candles	MERIDIAN FUNDRAISER	2,385.00
23488	03/18/2025	HOBBY LOBBY	SUPPLIES	123.54
23489	03/18/2025	Holiday Inn Express - McCook	LODGING	110.00
23490	03/18/2025	HOLIDAY INN EXPRESS & SUITES CHADRON	LODGING	988.76
23491	03/18/2025	Holiday Inn Express & Suites Scottsbluff	LODGING	220.00
23492	03/18/2025	Hotel 21 & Co	MIDWINTER CONFERENCE	2,669.00

23493	03/18/2025	HULLINGER GLASS AND LOCKS	PROFESSIONAL SERVICES	3.25
23494	03/18/2025	HX3 HANDYMAN SERVICE LLC	PROFESSIONAL SERVICES	639.00
23495	03/18/2025	Joshua MacNeill	MIDWINTER CONFERENCE PRESENTER	5,000.00
23496	03/18/2025	KAPLAN EARLY LEARNING	SUPPLIES	1,331.20
23497	03/18/2025	KIDS KORNER	TITLE IC TUITION	200.00
23498	03/18/2025	LORI KOUBA	SIXPENCE REIMBURSEMENT	960.00
23499	03/18/2025	LAKESHORE LEARNING MATERIALS	SUPPLIES	6,049.88
23500	03/18/2025	LEYTON PUBLIC SCHOOLS	HS TUITION	1,944.00
23501	03/18/2025	Lynne McKnight Herr	MIDWINTER CONFERENCE	569.10
23502	03/18/2025	DEBRA MASON	PROFESSIONAL SERVICES	800.82
23503	03/18/2025	MENARDS	SUPPLIES	1,358.72
23504	03/18/2025	Menards	SUPPLIES	156.65
23505	03/18/2025	MINATARE PUBLIC SCHOOLS	HS TUITION	2,849.00
23506	03/18/2025	MITCHELL PUBLIC SCHOOLS	HS TUITION	3,709.00
23507	03/18/2025	MORRILL COUNTY CLERK	2024 ELECTION	526.44
23508	03/18/2025	MORRILL PUBLIC SCHOOLS	HS TUITION	5,832.00
23509	03/18/2025	MOUNTAIN VISION PIZZA dba DOMINO'S	PROFESSIONAL SERVICES	64.95
23510	03/18/2025	NCS PEARSON, INC.	SUPPLIES	262.50
23511	03/18/2025	NASB	REGISTRATION	390.00
23512	03/18/2025	NCSA	REGISTRATION	225.00
23513	03/18/2025	NEBRASKA DEPARTMENT OF EDUCATION	REGISTRATION	200.00
23514	03/18/2025	Nebraska Rural Radio Association	PROFESSIONAL SERVICES	175.00
23515	03/18/2025	SARAH OCHOA	PROFESSIONAL SERVICES	1,160.92
23516	03/18/2025	OPTK Networks	TELECOMMUNICATION	7,769.80
23517	03/18/2025	O'REILLY AUTOMOTIVE	SUPPLIES	80.00
23518	03/18/2025	PC Parts Plus LLC	SUPPLIES	137.97
23519	03/18/2025	PITNEY BOWES GLOBAL FINANCIAL	POSTAGE	230.79
23520	03/18/2025	PLATTE VALLEY CREAMERY	SUPPLIES	950.40
23521	03/18/2025	PRINT EXPRESS OF SCOTTSBLUFF	SUPPLIES	298.30
23522	03/18/2025	Pro Overhead Door Co., Inc.	PROFESSIONAL SERVICES	358.00
23523	03/18/2025	Quadiant Leasing USA, Inc.	POSTAGE	597.42
23524	03/18/2025	Qualtrics, LLC	TELECOMMUNICATION	12,641.84
23525	03/18/2025	QUICK CARE MEDICAL SERVICES, INC.	PROFESSIONAL SERVICES	310.00
23526	03/18/2025	Rapid Fire Protection INC	PROFESSIONAL SERVICES	1,202.50
23527	03/18/2025	CHERYL ROCHE	PROFESSIONAL SERVICES	518.74
23528	03/18/2025	SCOTTSBLUFF FAMILY YMCA	FACILITY RENT	100.00
23529	03/18/2025	SCOTTSBLUFF PUBLIC SCHOOLS	PROFESSIONAL SERVICES	1,417.20
23530	03/18/2025	SCOTTSBLUFF PUBLIC SCHOOLS	HS TUITION	20,075.00
23531	03/18/2025	SIDNEY SUN-TELEGRAPH	PROFESSIONAL SERVICES	50.00
23532	03/18/2025	RUSSELL SMITH	ELC RENT	2,100.00
23533	03/18/2025	Sodexo, Inc & Affiliates	MIDWINTER CONFERENCE	2,062.40
23534	03/18/2025	SONNY'S SUPER FOODS/BRIDGEPORT	SUPPLIES	1,317.81
23535	03/18/2025	STAPLES ADVANTAGE	SUPPLIES	237.09
23536	03/18/2025	Studio Blue LLC	MIDWINTER CONFERENCE	2,000.00
23537	03/18/2025	SUMMIT SPEECH THERAPY, LLC	PROFESSIONAL SERVICES	2,000.00
23538	03/18/2025	SysCloud	PROFESSIONAL SERVICES	1,440.00
23539	03/18/2025	TEAM CHEVROLET	PROFESSIONAL SERVICES	510.38
23540	03/18/2025	The United Methodist Church - Sher Bears	TITLE IC TUITION	330.00
23541	03/18/2025	THE UNIVERSITY OF NEBRASKA - LINCOLN	RENT	2,803.00
23542	03/18/2025	VERIZON WIRELESS	TELECOMMUNICATION	1,052.96
23543	03/18/2025	VERIZON WIRELESS	TELECOMMUNICATION	192.41
23544	03/18/2025	Wash-It LLC DBA Hi Performance Car Wash	PROFESSIONAL SERVICES	72.51
23545	03/18/2025	WESTERN NE MOVING & STORAGE	HS RENT	500.00
23546	03/18/2025	WESTERN NEBRASKA COMMUNITY COLLEGE	PROFESSIONAL SERVICES	1,038.00
23547	03/18/2025	Western Pathology Consultants, Inc	PROFESSIONAL SERVICES	130.00
23548	03/18/2025	WNCC, Treasurer	CDC RENT	3,346.00
1907	02/27/2025	CENTURYLINK	TELECOMMUNICATION	538.82
1908	02/27/2025	GREAT PLAINS COMMUNICATIONS	TELECOMMUNICATION	3,537.49
1909	03/18/2025	Totally Tots LLC	SIXPENCE REIMBURSEMENT	270.00
1910	03/18/2025	ALL MAKES OFFICE EQUIPMENT CO.	HARMS REMODEL	41,936.40
1911	03/18/2025	Laura Barrett	REIMBURSEMENT	50.00
1912	03/18/2025	Bayard Tiger Cub Childcare Center	SIXPENCE REIMBURSEMENT	1,020.00
1913	03/18/2025	Pamela Brezenski	REIMBURSEMENT	83.72
1914	03/18/2025	Jessica Broderick	REIMBURSEMENT	50.00
1915	03/18/2025	CAPITAL BUSINESS	COPY LEASE	2,720.77
1916	03/18/2025	CAPITAL BUSINESS SYSTEMS	SUPPLIES	1,705.03
1917	03/18/2025	Carpenter Center	RENT	5,000.00
1918	03/18/2025	CHUCK ELLEY PRESENTATIONS	PROFESSIONAL SERVICES	870.04
1919	03/18/2025	Community Christian School	TITLE IC TUITION	180.00
1920	03/18/2025	Jaden Criswell	MILEAGE	169.40
1921	03/18/2025	DAS STATE ACCOUNTING - CENTRAL	TELECOMMUNICATION	567.87
1922	03/18/2025	FBG SERVICE CORPORATION	PROFESSIONAL SERVICES	1,158.00

1923	03/18/2025	First United Methodist Church- Grace Gardens	TITLE IC TUITION	100.00
1924	03/18/2025	Samantha Fisher	MILEAGE	815.80
1925	03/18/2025	GREAT PLAINS COMMUNICATIONS	TELECOMMUNICATION	1,408.83
1926	03/18/2025	Anna Gamboa	PROFESSIONAL SERVICES	4,345.00
1927	03/18/2025	HAMPTON INN - NORTH PLATTE	LODGING	220.00
1928	03/18/2025	Krystie Hohnstein	REIMBURSEMENT	50.00
1929	03/18/2025	Roxane Humphrey	MILEAGE	95.27
1930	03/18/2025	IDEAL LINEN SUPPLY	SUPPLIES	136.88
1931	03/18/2025	Ideal Linen/Bluffs	SUPPLIES	1,638.66
1932	03/18/2025	Ideal Linen/Bluffs	SUPPLIES	462.86
1933	03/18/2025	Denita Julius	MILEAGE	634.20
1934	03/18/2025	Megan Lantis	MILEAGE	307.30
1935	03/18/2025	LEGACY COOPERATIVE	FUEL	4,272.50
1936	03/18/2025	Kathy Weber	SIXPENCE REIMBURSEMENT	1,160.00
1937	03/18/2025	Jennifer Lopez	MILEAGE	344.40
1938	03/18/2025	LR4, LLC	HS BRIDGEPORT RENT	600.00
1939	03/18/2025	Renee Miller	MILEAGE	316.60
1940	03/18/2025	Bobbie Moseman	MILEAGE	1,369.20
1941	03/18/2025	Nicole Murphy	MILEAGE	240.80
1942	03/18/2025	ONE SOURCE	PROFESSIONAL SERVICES	95.50
1943	03/18/2025	JENNIFER BAUMANN	PROFESSIONAL SERVICES	200.00
1944	03/18/2025	Leah Reed	MILEAGE	553.00
1945	03/18/2025	Lacey Rein	REIMBURSEMENT	70.00
1946	03/18/2025	Nicole Samirand	MILEAGE	628.60
1947	03/18/2025	Betty Schubauer	MILEAGE	902.37
1948	03/18/2025	SIDNEY PUBLIC SCHOOLS	TITLE IC TUITION	100.00
1949	03/18/2025	MICHELLE WEIMER	PROFESSIONAL SERVICES	8,428.05
1950	03/18/2025	Dawn Terrell	MILEAGE	437.86
1951	03/18/2025	Kalyn Tisue	MILEAGE	463.70
1952	03/18/2025	Allison Tramp	MILEAGE	568.40
1953	03/18/2025	Two Smokin Grills	PROFESSIONAL SERVICES	504.00
1954	03/18/2025	PAM UHL	MILEAGE	183.40
1955	03/18/2025	Angela Luppen	SIXPENCE REIMBURSEMENT	4,795.00
1956	03/18/2025	Western Nebraska Community College	PROFESSIONAL SERVICES	375.00
Checking Account Total:				1,258,551.67

HEAD START DIRECTOR PERFORMANCE REPORT

MONTH OF: February 2025

PREPARED BY: Krystie Hohnstein, Director

Program	Funding Source	Funding Period	Performance Required	Performance Indicators
Early Head Start *2 current openings in EHS children are accepted and working on getting orientation completed	HHS	4/1/24-3/31/25	72 children 55% income eligible 35% mid-over-income 10% over-income 10% disabilities 85% attendance	70 children* 86% income eligible 11% mid-over-income 3% over-income 13% disabilities 87.1% attendance
Head Start	HHS	4/1/24-3/31/25	202 children 55% income eligible 35% mid-over-income 10% over-income 10% disabilities 85% attendance	202 Children 79% income eligible 11% mid-over-income 10% over-income 23.3% disabilities 93.2% attendance
HHS Requirements				
	HS	EHS	HS / EHS NOTES	Target
Developmental Screenings	99.5%	99%	new enrollee	100% 45 day
Social-Emotional Screenings	99%	99%	new enrollees	100% 45 day
Vision Screenings	99%	99%	Absence	100% 45 day
Hearing Screenings	99.5%	99%	new enrollee	100% 45 day
Speech Screenings	99.5%	NA	Working with SSP	100% 45 day
Dental Exams	65%	61%		100% 90 day
Dental Screenings	97%	93%	New enrollees	100% 45 day
Physical Exams/Well-child checks	59%	58%		100% 90 day
Immunizations Up-to-Date	93%	79%		100% on-going
Lead Screenings	51%	64%		100% 90 day
1 st Teacher Home Visit	96.5%	99%	Parent Cancel	100% within 2 weeks of enrollment
2 nd Teacher Home Visit				100%
1 st Parent Teacher Conf.	87%	100%	in progress	100%
2 nd Parent Teacher Conf.				100%
Bus Evacuations	2	NA	9/5/24 11/25/24	3 per year
Family Partnership Agreements/ Set Goals	84%	85%		80-100%
Family Goals Met (YTD)	13%	7%	Progress: HS = 77% EHS = 78%	80-100%
Family Development Referrals (YTD)	39%	61%		As needed per family needs
Family Needs Assessments Completed	90%-1st 67%-2nd	81%-1st 68%-2nd	Data entry in progress for 2nd and for new enrollees 1st	80-100% 3-4 times/year

Capacity Development

Current issues impacting work:

Grants Submitted: 5-year grant submitted and awaiting approval (grant year ends March 31, 2025)

Policy Council/Policy & Procedure Approval: ERSEA Written Plans, Selection Criteria 25-26 & Eligibility Training

Staff Development & Accomplishments:

In-House Training Provided:

Training Attended:

Intensive Coaching:

Number of Coaches: 1 **Number of Coachees:** 4 **Goals Completed:** 13

Classroom observation completion #'s (CLASS, BH, TPOT/TIPTOS): 6/28 PreK CLASS observations are complete for Spring.

Behavioral Health Observations are in progress. 4/37 completed for spring semester.

Partnerships & Collaborations

Program Coordination:

Public Schools –

Intra-Agency –

Inter-Agency –Other –

Community Involvement:

Parent Community Projects – None in January

Parent Meetings – None in January

Father/Mother Engagement: None in January

Recruitment- Preparations for recruitment activities are being planned for this spring. Social media posts continue to update our communities on the program. Special posts will be added in the future to celebrate the 60th birthday of Head Start. Week of the young child event will be at WNCC on April 5th.

HEAD START DIRECTOR PERFORMANCE REPORT

MONTH OF: February 2025

PREPARED BY: Krystie Hohnstein, Director

In-kind

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	Classroom/Site Name	April	May	June	July	August	September	October	November	December	January				Goal	
2	Bayard	\$939.98	\$1,069.01	\$1,136.77	\$1,217.93	\$1,937.29	\$2,026.65	\$3,825.30	\$4,158.10	\$4,955.01	\$5,551.12				\$31,440	
3	Gering	\$2,199.08	\$4,022.45	\$4,169.41	\$4,260.67	\$4,959.99	\$6,965.88	\$8,610.55	\$8,969.56	\$10,092.10	\$10,816.03				\$94,320	
4	Minatare	\$1,153.36	\$1,392.31	\$1,525.15	\$1,525.15	\$1,712.35	\$1,712.35	\$1,938.99	\$2,101.31	\$2,101.31	\$2,101.31				\$31,440	
5	Mitchell	\$19.50	\$19.50	\$19.50	\$19.50	\$19.50	\$1,671.38	\$3,472.16	\$3,955.63	\$3,955.63	\$5,061.14				\$53,448	
6	Scottsbluff	\$1,270.15	\$1,270.15	\$1,435.31	\$1,492.35	\$2,432.02	\$2,547.42	\$3,746.20	\$4,584.92	\$4,780.65	\$6,528.46				\$144,624	
7	Morrill	\$13.74	\$13.74	\$13.74	\$13.74	\$427.15	\$453.62	\$731.72	\$1,190.00	\$1,368.54	\$2,682.50				\$62,880	
8	CDC 101	\$9,987.86	\$17,968.79	\$21,728.27	\$25,471.82	\$30,886.74	\$39,331.24	\$40,962.24	\$45,985.72	\$53,896.07	\$53,896.07				\$25,152	
9	CDC 102	\$5,338.99	\$10,587.97	\$16,235.17	\$21,010.21	\$22,759.46	\$26,926.67	\$28,647.38	\$30,506.73	\$34,832.97	\$34,832.97				\$25,152	
10	CDC 103	\$1,193.16	\$1,368.39	\$1,585.83	\$3,522.53	\$3,903.08	\$4,016.40	\$4,469.68	\$4,639.66	\$5,663.11	\$5,833.09				\$25,152	
11	CDC 104	\$1,577.08	\$4,137.86	\$7,315.92	\$1,153.26	\$13,946.39	\$18,097.35	\$21,937.63	\$22,057.65	\$26,828.37	\$26,941.69				\$25,152	
12	CDC 105	\$3,572.35	\$4,687.46	\$8,104.50	\$9,657.68	\$9,657.68	\$9,657.68	\$14,183.74	\$14,183.74	\$14,183.74	\$14,183.74				\$25,152	
13	CDC 108	\$219.27	\$2,513.20	\$2,513.20	\$2,683.18	\$2,798.80	\$2,919.02	\$3,039.24	\$3,039.24	\$7,250.51	\$7,816.41				\$53,448	
14	ELC Combo 1	\$2,244.77	\$4,076.74	\$5,144.05	\$5,171.93	\$5,171.93	\$8,238.24	\$9,968.28	\$12,883.72	\$12,883.72	\$13,014.21				\$25,152	
15	ELC Combo 2	\$5,150.45	\$11,904.84	\$18,428.19	\$23,312.83	\$25,904.96	\$30,814.31	\$36,176.26	\$41,236.46	\$43,609.57	\$50,162.11				\$25,152	
16	ELC Combo 3	\$3,978.26	\$7,881.14	\$12,114.57	\$16,441.47	\$17,350.76	\$22,753.05	\$31,025.49	\$35,971.53	\$38,173.39	\$46,205.48				\$25,152	
17	ELC Preschool	\$112.74	\$6,802.06	\$8,931.24	\$8,931.24	\$9,004.55	\$12,898.08	\$14,894.86	\$15,012.20	\$18,575.94	\$18,575.94				\$59,736	
18	Bridgeport HS	\$1,354.19	\$1,649.70	\$1,850.30	\$1,850.30	\$2,747.62	\$4,745.52	\$4,938.00	\$7,844.44	\$8,859.76	\$9,992.47				\$56,592	
19	Bridgeport EHS	\$780.58	\$2,516.96	\$2,516.96	\$2,516.96	\$2,516.96	\$4,949.45	\$7,128.54	\$8,885.09	\$10,654.75	\$12,306.16				\$25,152	
20	Leyton	\$0.00	\$0.00	\$0.00	\$0.00	\$154.95	\$222.95	\$582.10	\$826.26	\$1,119.84	\$1,916.87				\$18,864	
21	Bridgeport Public Schools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$83.18	\$83.18	\$83.18	\$83.18				\$9,432	
22	Policy Council In-Kind	\$1,569.63	\$1,569.63	\$2,751.51	\$3,551.64	\$4,687.86	\$5,575.38	\$9,102.80	\$11,061.75	\$11,061.75	\$12,700.68					
23	Total	\$42,675.14	\$85,451.90	\$117,519.59	\$133,804.39	\$162,980.04	\$206,522.64	\$249,464.34	\$279,176.89	\$314,929.91	\$341,201.63					
24	Needed	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00	\$930,794.00					
25	% Complete	5%	9%	13%	14%	18%	22%	27%	30%	34%	37%					
26																
27	At this time last year:	\$36,488.11	\$80,385.80	\$108,265.77	\$127,942.44	\$144,471.67	\$171,035.84	\$201,465.52	\$222,560.29	\$261,992.85	\$301,811.31					
28																
29																

Policy Council Meeting
2-25-25

Submitted by: Brandy Klinessmith & Kerry Mehling

Members Present: Echo Woyak, Cara Edington, Sydni Closson, Makenna Sempek, Veronica Gonzales, Carmen Torres, Jessica Brenizer, Brittain Reinmuth, Skylar Pottorff, Kristen Gompert, Shayna Hudson, Debra Jo Mason, Jessica Goodrich

Guest: Juan Gonzales

Staff Present: Kerry Mehling, Krystie Hohnstein, Lauren Starke, Joan Dewitt, Teena Branson,

Board Members Present: Tom Millette, Ray Richards

Policy Council Meeting called to order by Echo Woyak, at 6:06 p.m. There were no new members. Members reviewed the minutes from the January meeting. **Veronica Gonzales moved to approve the January minutes. Carmen Torres seconded the motion. Motion carried by roll call vote.**

Director's Report:

All members received copy of the Director's report. Members reviewed the report and were given the opportunity to ask questions of Krystie Hohnstein, Director, as needed. There were no questions.

Finance Report:

All members received a copy of the Finance Report. Lauren Starke, Fiscal Officer, presented the reports. The Head Start budget is 67% expended. The TTA reports show increased expenses for tuition as a new semester of school started for staff members. Lauren reminded the council that it is okay to over-spend in TTA funds and utilize regular funding for additional costs as needed. Early Head Start budget is 85.6% expended. She noted the biggest changes in expenses showing from December included a payment for Indirect Costs. She shared that there are not a lot more training expenses in the coming months before the end of the budget year.

The Administrative percentage is below 15%. There were no questions about credit card expenses for January. The one-time funding costs were spent on rent and some basic supplies. Supply expenses are expected to rise in the next month. December USDA Report for Reimbursement and January's were presented. **Veronica Gonzales moved to approve the finance report. Jessica Goodrich seconded the motion. Motion carried by roll call vote.**

Board Report: Krystie Hohnstein presented the Board Report. At the February board meeting there was a lot of discussion around legislative issues. Some board members had attended a meeting on this. Krystie presented on ERSEA and eligibility training. Ongoing remodeling at the HARMS center was discussed with hopes for completion by fall. Ray added that there was a special meeting last Friday about the VALTS Director moving to a superintendent position at Morrill schools. Advertisements are out to hire a new VALTS Director for the 2025-26 school year.

Old Business:

In-Kind Presentation: Lauren Starke, Fiscal Officer, presented. She discussed what In-Kind is what counts to meet those goals. In-Kind is any donation of time, services, or materials that benefit Head Start and could be paid for with grant money. Lauren discussed the funds needed for this year's In-Kind and how that money breaks down between the grant, COLA, and one-time funding awarded. The total amount needed for this year is \$980,479.00.

Classroom contributions can include activity calendars and reading logs, or through volunteers coming into the classroom. There are other options outside of the classroom, including but not limited to Policy Council or Board Member hours. She then discussed how that time converts into money at each level. A bulk of the program's non-federal share (In-Kind) comes from public school partnerships. She explained how this works in calculating in-kind costs from the partnership based upon enrollment slots and other expenses to run the classrooms serving Head Start children. Classroom or time donations by parents or community should be reported on a non-federal share donation form and signed by the person donating the items/time.

New Business:

Program Management & Quality Improvement Written Plans Review. Krystie Hohnstein, Director, presented. There were no major changes this year. Krystie Hohnstein, Director, presented. Topics included effective management and oversight of all program areas, coordinated approaches, achieving program goals, and engaging families in their home language. Efforts to communicate with the community, with families in the program, staff members, and the Governing Body and Policy Council were highlighted. Next, record-keeping and reporting systems were shared along with confidentiality measures that are in place. The final Strategic Plan Report booklet was shared with members to review as they chose as well.

Results of 1st Staff/Parent Self-Assessment Survey – Kerry Mehling discussed the assessment survey results from the fall survey, and a copy was given to all council members. Surveys are done 3 times a year. These included staff, partnership staff, and parent survey results. Focus areas included job understanding and preparedness, areas for support, mental health awareness, wellness support, job recommendations, positive experiences, and suggested improvements for HS staff. For partnership staff, the focus was on understanding the partnership, benefits of Head Start, areas needed for support, mental health awareness, support received from Head Start, recommendations for the partnership, and improvement ideas. For families, the survey highlighted satisfaction levels with the application/enrollment process, awareness and participation with mental health services, family engagement events in the program, feedback on family events and preferred involvement activities, recommendations and positive experiences, and suggestions for improvement.

2023-2024 PIR Discussion-Krystie shared that this is the Program Information Report done annually in July. Information is broken down for each program, state, region, or nation. This report consists of the all of the information from the year prior. The areas highlighted on the report are homelessness, foster care, and disability services as these tend to stand out on the report in our area due to it being a smaller area in comparison to the state as a whole.

Flyers were shared with parents and caregivers highlighting a method to reach out to NHSA to express the impact of Head Start and share success stories from families or others who have been impacted by the program.

End of Grant Year Purchases: Lauren shared about the end of year purchases and how every classroom will get \$1500 to spend on social-emotional materials. All classrooms are encouraged to have a cozy corner. This may look different in each location, but the goal is that staff will be utilizing it to teach kids how to manage feelings or learn coping skills.

New Hires:

Destiney Allbaugh-Assistant teacher in Bridgeport. Full-time, full year position. **Makenna Sempek moved to approve the New Hires. Veronica Gonzales seconded the motion. Motion carried by roll call vote.**

Employment Openings - Agency-wide employment openings are found on the ESU13 website (www.esu13.org) under *Employment Openings*. Prospective Employees can also apply directly on this site. This was shown to members. Updates are being made to the website.

Center Reports: Center reports were presented from: CDC 108, CDC EHS, Bridgeport, and Leyton.

The next meeting is scheduled for Tuesday, March 25th with meal service beginning at 5:45pm.

Meeting adjourned at 7:10 p.m.

PP2-5 6940-4944					
HEAD START - OPERATING					
FEBRUARY 2025					
		CURRENT	PREVIOUS	Budget Period	2024-2025 BUDGET
		MONTH	MONTH	YTD	
Account Number	Account Description	February 2025	January 2025	04/01/24 - 3/31/25	04/01/24 - 3/31/25
01 6940 4944 110 000 000	Non-Instructional / Staff	\$ 24,870.03	\$ 25,124.72	\$ 246,860.14	
01 6940 4944 110 000 000 2	Non-Instructional / Staff	\$ 2,102.88	\$ 2,102.88	\$ 21,114.08	
01 6940 4944 111 000 000	Certificated / Salaries	\$ 5,885.21	\$ 5,885.21	\$ 58,040.02	
01 6940 4944 111 000 000 2	Certificated / Salaries	\$ -	\$ -	\$ -	
01 6940 4944 112 000 000	Instructional Aides	\$ 14,021.62	\$ 12,853.02	\$ 142,824.14	
01 6940 4944 113 000 000	Substitute	\$ -	\$ -	\$ -	
01 6940 4944 116 000 000	Professional Non-Certificated /Staff	\$ 17,234.70	\$ 17,234.70	\$ 168,889.39	
01 6940 4944 116 000 000 2	Professional Non-Certificated /Staff	\$ 11,264.75	\$ 11,264.75	\$ 113,298.40	
01 6940 4944 210 000 000	Non Instructional / Group Insurance	\$ 1,446.54	\$ 1,428.15	\$ 14,874.42	
01 6940 4944 210 000 000 2	Non Instructional / Group Insurance	\$ 366.34	\$ 366.34	\$ 988.24	
01 6940 4944 211 000 000	Certificated / Group Insurance	\$ 31.24	\$ 31.24	\$ 308.80	
01 6940 4944 211 000 000 2	Certificated / Group Insurance	\$ -	\$ -	\$ -	
01 6940 4944 212 000 000	Instructional Aides / Group Insurance	\$ 1,271.62	\$ 1,269.39	\$ 12,317.35	
01 6940 4944 216 000 000	Professional Non-Certificated / Group Insurance	\$ 931.60	\$ 939.32	\$ 8,639.24	
01 6940 4944 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ 877.17	\$ 877.17	\$ 7,515.18	
01 6940 4944 220 000 000	Non-Instructional / FICA	\$ 1,840.66	\$ 1,859.55	\$ 18,025.93	
01 6940 4944 220 000 000 2	Non-Instructional / FICA	\$ 151.64	\$ 151.64	\$ 1,593.08	
01 6940 4944 221 000 000	Certificated / FICA	\$ 450.22	\$ 450.22	\$ 4,440.07	
01 6940 4944 221 000 000 2	Certificated / FICA	\$ -	\$ -	\$ -	
01 6940 4944 222 000 000	Instructional Aides / FICA	\$ 1,044.78	\$ 955.39	\$ 10,623.10	
01 6940 4944 223 000 000	Substitutes / FICA	\$ -	\$ -	\$ -	
01 6940 4944 226 000 000	Professional Non-Certificated / FICA	\$ 1,277.75	\$ 1,277.02	\$ 12,574.64	
01 6940 4944 226 000 000 2	Professional Non-Certificated / FICA	\$ 814.59	\$ 814.10	\$ 8,260.64	
01 6940 4944 230 000 000	Non-Instructional / Retirement	\$ 2,456.62	\$ 2,484.28	\$ 24,386.85	
01 6940 4944 230 000 000 2	Non-Instructional / Retirement	\$ 207.72	\$ 207.72	\$ 2,085.64	
01 6940 4944 231 000 000	Certificated / Retirement	\$ 581.33	\$ 581.33	\$ 5,733.10	
01 6940 4944 231 000 000 2	Certificated / Retirement	\$ -	\$ -	\$ -	
01 6940 4944 232 000 000	Instructional Aides /Retirement	\$ 1,385.03	\$ 1,269.59	\$ 13,535.72	
01 6940 4944 236 000 000	Professional Non-Certificated / Retirement	\$ 1,702.41	\$ 1,702.40	\$ 16,647.14	
01 6940 4944 236 000 000 2	Professional Non-Certificated / Retirement	\$ 1,112.71	\$ 1,112.71	\$ 11,191.41	
01 6940 4944 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ -	
01 6940 4944 270 000 000	Non Instructional Work Comp	\$ 179.54	\$ -	\$ 3,380.61	
01 6940 4944 270 000 000 2	Non Instructional Work Comp	\$ 3.66	\$ -	\$ 68.95	
01 6940 4944 272 000 000	Instructional Aides / Workers Comp	\$ 45.20	\$ -	\$ 851.02	
01 6940 4944 276 000 000	Proff Non Cert Work Comp	\$ 29.45	\$ -	\$ 554.50	
01 6940 4944 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ 16.84	\$ -	\$ 317.07	
01 6940 4944 290 000 000	Non Instructional / Other Benefits	\$ 3.58	\$ 3.58	\$ 35.79	
01 6940 4944 291 000 000	Certificated / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4944 292 000 000	Instructional Aides / Other Benefits	\$ -	\$ -	\$ 750.20	
01 6940 4944 296 000 000	Professional Non-Certificated / Other Benefits	\$ 1.10	\$ 1.10	\$ 6.60	
01 6940 4944 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ 3.58	\$ 3.58	\$ 35.80	
01 6940 4944 333 000 000	Staff Mileage Reimbursement	\$ -	\$ -	\$ -	
01 6940 4944 340 000 000	Professional Services - Miscellaneous	\$ -	\$ -	\$ 962.61	
01 6940 4944 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ 69.88	
01 6940 4944 340 430 000	Professional Services - Vehicle Maintenance	\$ 772.28	\$ 11.40	\$ 3,399.09	
01 6940 4944 340 497 000	Professional Services - Building Maintenance	\$ -	\$ 236.58	\$ 455.47	
01 6940 4944 340 540 000	Professional Services - Advertising	\$ -	\$ -	\$ 1,234.02	
01 6940 4944 340 591 000	Professional Services - School District	\$ -	\$ -	\$ -	
01 6940 4944 340 683 000	Professional Services - Employee Health	\$ -	\$ 101.00	\$ 863.87	
01 6940 4944 340 685 000	Professional Services - Background Checks	\$ -	\$ 5.00	\$ 330.22	
01 6940 4944 382 000 000	Distance Education and Telecommunications	\$ 396.04	\$ 395.96	\$ 4,671.97	
01 6940 4944 382 000 000 2	Distance Education and Telecommunications	\$ 32.50	\$ 32.50	\$ 325.00	
01 6940 4944 490 000 000	Other Purchased Property Services	\$ 1,053.35	\$ 1,102.18	\$ 10,185.52	
01 6940 4944 490 410 000	Other Purchased Property Services - Supplies	\$ -	\$ -	\$ -	
01 6940 4944 490 441 000	Rentals of Land and Buildings	\$ 3,083.67	\$ 3,083.67	\$ 36,750.36	
01 6940 4944 490 441 000 2	Rentals of Land and Buildings	\$ 361.74	\$ 361.74	\$ 4,138.59	
01 6940 4944 531 000 000	Postage	\$ 24.84	\$ 27.30	\$ 744.60	
01 6940 4944 550 000 000	Printing and Binding	\$ 165.29	\$ 165.29	\$ 1,677.86	
01 6940 4944 550 000 000 2	Printing and Binding	\$ 46.49	\$ 46.49	\$ 471.92	
01 6940 4944 569 000 000	Tuition to Other School Districts	\$ 49,212.50	\$ 49,013.00	\$ 338,918.50	
01 6940 4944 580 471 000	Travel Expense - Parent Engagement	\$ 294.84	\$ -	\$ 343.48	
01 6940 4944 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ 12,798.06	
01 6940 4944 580 670 000	Travel Expense - Local Travel	\$ 779.72	\$ 226.57	\$ 7,999.74	
01 6940 4944 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -	
01 6940 4944 610 410 000	Supplies - General Supplies	\$ 529.19	\$ 603.85	\$ 6,302.78	
01 6940 4944 610 412 000	Supplies - Office Supplies	\$ 87.64	\$ 310.62	\$ 484.39	
01 6940 4944 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -	
01 6940 4944 610 428 000	Supplies - Classroom Supplies	\$ 344.99	\$ 39.92	\$ 3,775.99	
01 6940 4944 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ 598.99	
01 6940 4944 610 471 000	Supplies - Policy Council /Socialization	\$ 313.69	\$ 227.03	\$ 5,103.00	
01 6940 4944 610 471 000 2	Supplies - Policy Council /Socialization	\$ -	\$ -	\$ 48.75	
01 6940 4944 610 495 000	Supplies - Nursery Supplies	\$ 139.79	\$ -	\$ 876.33	
01 6940 4944 610 497 000	Supplies - Building Maintenance	\$ 18.58	\$ 35.46	\$ 9,302.05	
01 6940 4944 610 621 000	Supplies - Utility Services	\$ 1,130.51	\$ 1,601.78	\$ 8,504.43	
01 6940 4944 610 626 000	Supplies - Bus Fuel	\$ 366.30	\$ 304.83	\$ 2,777.77	
01 6940 4944 610 643 000	Web/Cloud Based Software	\$ -	\$ -	\$ 9,512.60	
01 6940 4944 650 460 000	Technology - Computer Hardware	\$ -	\$ -	\$ 694.26	
01 6940 4944 650 460 000 2	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4944 650 465 000	Technology - Computer Software	\$ -	\$ -	\$ -	
01 6940 4944 739 000 000	Machinery	\$ -	\$ -	\$ -	
01 6940 4944 810 000 000	Dues and Fees	\$ 8.50	\$ -	\$ 2,953.00	
01 6940 4944 950 000 000 2	Indirect Costs	\$ -	\$ -	\$ 88,308.37	
		\$ 152,774.56	\$ 150,183.27	\$ 1,496,350.73	\$ 2,004,731.00
01 6940 4944 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense	25		Percent of Budget Period (11 of 12 mo)	Percent Expended
	\$259,761.12 ADMINISTRATIVE Expense YTD TOTAL			91.7%	74.6%

	PP2-5 6940-4948				
	HEAD START - TTA				
	(Training and Technical Assistance)				
	FEBRUARY 2025				
		CURRENT	PREVIOUS	YTD	2024-2025 BUDGET
		MONTH	MONTH	BUDGET PERIOD	
Account Number	Account Description	February 2025	January 2025	04/01/24 - 3/31/25	TTA
					HEAD START
01 6940 4948 330 672 000	Employee Training and Development	\$ 15.00	\$ 33.75	\$ 1,625.30	
01 6940 4948 330 672 000 2	Employee Training and Development	\$ -	\$ -	\$ 2,440.90	
01 6940 4948 330 675 000	Employee Training and Development	\$ -	\$ -	\$ 595.25	
01 6940 4948 330 675 000 2	Employee Training and Development	\$ -	\$ -	\$ 286.32	
01 6940 4948 330 692 000	Dues and Fees	\$ -	\$ -	\$ 752.92	
01 6940 4948 330 692 000 2	Dues and Fees	\$ -	\$ -	\$ -	
01 6940 4948 340 000 000	Professional Services	\$ -	\$ -	\$ -	
01 6940 4948 340 675 000	Employee Development - Conference Registration	\$ 450.00	\$ -	\$ 6,250.05	
01 6940 4948 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ 4,306.25	
01 6940 4948 340 692 000	Employee Development - Tuition Expense	\$ -	\$ 1,580.00	\$ 7,314.09	
01 6940 4948 340 692 000 2	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4948 580 672 000	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ 495.23	
01 6940 4948 580 672 000 2	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ 2,035.14	
01 6940 4948 610 410 000	Supplies - Material Costs	\$ -	\$ -	\$ 154.70	
01 6940 4948 610 490 000	Supplies - Food Costs	\$ -	\$ -	\$ 2,475.33	
01 6940 4948 810 000 000	Dues and Fees	\$ -	\$ -	\$ 730.95	
		\$ 465.00	\$ 1,613.75	\$ 29,462.43	\$ 26,931.00
01 6940 4948 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
		Percent of Budget Period (11 of 12 mo)		Percent Expended	
	\$6,627.71 ADMINISTRATIVE Expense YTD TOTAL		91.7%	109.4%	

		PP2-5 6940-4947			
		EARLY HEAD START - OPERATING			
		FEBRUARY 2025			
		CURRENT	PREVIOUS	Budget Period	2024-2025 BUDGET
		MONTH	MONTH	YTD	
Account Number	Account Description	February 2025	January 2025	04/01/24 - 3/31/25	04/01/24 - 3/31/25
01 6940 4947 110 000 000	Non-Instructional / Staff	\$ 16,818.78	\$ 17,156.39	\$ 164,737.92	
01 6940 4947 110 000 000 2	Non-Instructional / Staff	\$ 1,132.32	\$ 1,132.32	\$ 11,369.12	
01 6940 4947 112 000 000	Instructional Aides	\$ 70,012.45	\$ 70,971.58	\$ 695,421.78	
01 6940 4947 116 000 000	Professional Non-Certificated /Staff	\$ 13,928.36	\$ 13,928.36	\$ 155,211.61	
01 6940 4947 116 000 000 2	Professional Non-Certificated /Staff	\$ 5,667.92	\$ 5,667.92	\$ 57,169.70	
01 6940 4947 210 000 000	Non Instructional / Group Insurance	\$ 865.70	\$ 841.34	\$ 7,362.06	
01 6940 4947 210 000 000 2	Non Instructional / Group Insurance	\$ 197.26	\$ 197.26	\$ 532.16	
01 6940 4947 212 000 000	Instructional Aides / Group Insurance	\$ 3,437.05	\$ 3,434.74	\$ 30,853.98	
01 6940 4947 216 000 000	Professional Non-Certificated / Group Insurance	\$ 873.13	\$ 873.13	\$ 10,340.48	
01 6940 4947 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ 442.27	\$ 442.27	\$ 3,763.07	
01 6940 4947 220 000 000	Non-Instructional / FICA	\$ 1,246.67	\$ 1,271.69	\$ 12,230.44	
01 6940 4947 220 000 000 2	Non-Instructional / FICA	\$ 81.65	\$ 81.65	\$ 857.84	
01 6940 4947 222 000 000	Instructional Aides / FICA	\$ 5,259.89	\$ 5,333.27	\$ 52,256.26	
01 6940 4947 226 000 000	Professional Non-Certificated / FICA	\$ 1,013.94	\$ 1,013.48	\$ 11,406.62	
01 6940 4947 226 000 000 2	Professional Non-Certificated / FICA	\$ 408.54	\$ 408.27	\$ 4,159.80	
01 6940 4947 230 000 000	Non-Instructional / Retirement	\$ 1,661.33	\$ 1,692.17	\$ 16,269.98	
01 6940 4947 230 000 000 2	Non-Instructional / Retirement	\$ 111.85	\$ 111.85	\$ 1,123.02	
01 6940 4947 232 000 000	Instructional Aides /Retirement	\$ 6,895.57	\$ 6,952.27	\$ 68,075.12	
01 6940 4947 236 000 000	Professional Non-Certificated / Retirement	\$ 1,375.82	\$ 1,375.82	\$ 15,312.54	
01 6940 4947 236 000 000 2	Professional Non-Certificated / Retirement	\$ 559.87	\$ 559.87	\$ 5,647.11	
01 6940 4947 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ 2,420.71	
01 6940 4947 270 000 000	Non Instructional Work Comp	\$ 82.85	\$ -	\$ 1,560.14	
01 6940 4947 270 000 000 2	Non Instructional Work Comp	\$ 1.97	\$ -	\$ 37.13	
01 6940 4947 272 000 000	Instructional Aides / Workers Comp	\$ 107.81	\$ -	\$ 2,029.99	
01 6940 4947 276 000 000	Proff Non Cert Work Comp	\$ 27.52	\$ -	\$ 518.25	
01 6940 4947 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ 12.65	\$ -	\$ 238.11	
01 6940 4947 290 000 000	Non-Instructional / Other Benefits	\$ 1.92	\$ 1.92	\$ 19.21	
01 6940 4947 292 000 000	Instructional Aides / Other Benefits	\$ -	\$ -	\$ 403.96	
01 6940 4947 296 000 000	Professional Non-Certificated / Other Benefits	\$ 4.40	\$ 4.40	\$ 26.40	
01 6940 4947 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ 1.92	\$ 1.92	\$ 19.20	
01 6940 4947 340 000 000	Professional Services - Miscellaneous	\$ -	\$ -	\$ 1,250.73	
01 6940 4947 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ 37.62	
01 6940 4947 340 430 000	Professional Services - Vehicle Maintenance	\$ 255.00	\$ -	\$ 655.00	
01 6940 4947 340 497 000	Professional Services - Building Maintenance	\$ -	\$ 759.02	\$ 1,827.69	
01 6940 4947 340 540 000	Professional Services - Advertising	\$ -	\$ -	\$ 388.13	
01 6940 4947 340 683 000	Professional Services - Employee Health	\$ -	\$ 202.00	\$ 584.13	
01 6940 4947 340 685 000	Professional Services - Background Checks	\$ 5.00	\$ 76.00	\$ 305.28	
01 6940 4947 382 000 000	Distance Education and Telecommunications	\$ 365.03	\$ 364.94	\$ 5,494.28	
01 6940 4947 382 000 000 2	Distance Education and Telecommunications	\$ 17.50	\$ 17.50	\$ 175.00	
01 6940 4947 490 000 000	Other Purchased Property Services	\$ 2,063.75	\$ 2,039.61	\$ 20,076.27	
01 6940 4947 490 441 000	Rentals of Land and Buildings	\$ 3,296.77	\$ 3,296.77	\$ 40,776.88	
01 6940 4947 490 441 000 2	Rentals of Land and Buildings	\$ 110.02	\$ 110.02	\$ 1,250.67	
01 6940 4947 531 000 000	Postage	\$ -	\$ -	\$ -	
01 6940 4947 550 000 000	Printing and Binding	\$ 273.75	\$ 273.75	\$ 2,778.90	
01 6940 4947 550 000 000 2	Printing and Binding	\$ 30.99	\$ 30.99	\$ 314.60	
01 6940 4947 580 471 000	Travel Expense - Parent Engagement	\$ 131.32	\$ -	\$ 131.32	
01 6940 4947 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ 2,373.20	
01 6940 4947 580 670 000	Travel Expense - Local Travel	\$ 75.26	\$ -	\$ 566.81	
01 6940 4947 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -	
01 6940 4947 610 410 000	Supplies - General Supplies	\$ 680.44	\$ 1,222.86	\$ 14,021.83	
01 6940 4947 610 412 000	Supplies - Office Supplies	\$ 86.07	\$ 175.56	\$ 340.80	
01 6940 4947 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -	
01 6940 4947 610 428 000	Supplies - Classroom Supplies	\$ 179.85	\$ 89.21	\$ 3,114.33	
01 6940 4947 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ 55.08	
01 6940 4947 610 471 000	Supplies - Policy Council /Socialization	\$ 249.06	\$ 338.33	\$ 4,664.51	
01 6940 4947 610 471 000 2	Supplies - Policy Council /Socialization	\$ -	\$ -	\$ 26.25	
01 6940 4947 610 495 000	Supplies - Nursery Supplies	\$ 544.25	\$ 550.09	\$ 6,141.85	
01 6940 4947 610 497 000	Supplies - Building Maintenance	\$ 30.33	\$ 83.12	\$ 10,544.59	
01 6940 4947 610 621 000	Supplies - Utility Services	\$ 2,411.90	\$ 3,597.25	\$ 17,448.30	
01 6940 4947 610 643 000	Technology - Software	\$ -	\$ -	\$ 6,357.40	
01 6940 4947 650 460 000	Technology - Computer Hardware	\$ -	\$ -	\$ 1,132.74	
01 6940 4947 650 460 000 2	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4947 650 465 000	Technology - Computer Software	\$ -	\$ -	\$ -	
01 6940 4947 739 000 000	Machinery	\$ -	\$ -	\$ -	
01 6940 4947 810 000 000	Dues and Fees	\$ 41.50	\$ -	\$ 1,627.00	
01 6940 4947 950 000 000 2	Indirect Costs	\$ -	\$ -	\$ 94,943.29	
		\$ 143,079.20	\$ 146,680.91	\$ 1,570,778.19	\$ 1,668,156.00
01 6940 4947 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$181,626.07 ADMINISTRATIVE Expense YTD TOTAL		Percent of Budget Period (11 of 12 mo)	91.7%	Percent Expended 94.2%

	PP2-5 6940-4949				
	EARLY HEAD START - TTA				
	(Training and Technical Assistance)				
	FEBRUARY 2025				
		CURRENT	PREVIOUS	YTD	2024-2025 BUDGET
		MONTH	MONTH	BUDGET PERIOD	TTA
Account Number	Account Description	February 2025	January 2025	04/01/24 - 3/31/25	EARLY HEAD START
01 6940 4949 330 672 000	Employee Training and Development	\$ -	\$ 101.25	\$ 376.71	
01 6940 4949 330 672 000 2	Employee Training and Development	\$ -	\$ -	\$ 1,314.36	
01 6940 4949 330 675 000	Employee Training and Development	\$ -	\$ -	\$ 349.75	
01 6940 4949 330 675 000 2	Employee Training and Development	\$ -	\$ -	\$ 154.19	
01 6940 4949 330 692 000	TUITION EXPENSE FOR EMPLOYEES	\$ -	\$ -	\$ 558.80	
01 6940 4949 330 692 000 2	TUITION EXPENSE FOR EMPLOYEES	\$ -	\$ -	\$ -	
01 6940 4949 340 000 000	Professional Services	\$ -	\$ -	\$ -	
01 6940 4949 340 675 000	Employee Development - Conference Registration	\$ -	\$ -	\$ 6,523.30	
01 6940 4949 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ 2,318.75	
01 6940 4949 340 692 000	Employee Development - Tuition Expense	\$ 2,438.75	\$ 4,489.58	\$ 16,390.17	
01 6940 4949 340 692 000 2	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4949 580 672 000	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ 478.87	
01 6940 4949 580 672 000 2	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ 1,095.76	
01 6940 4949 610 410 000	Supplies - Material Costs	\$ -	\$ -	\$ 83.30	
01 6940 4949 610 490 000	Supplies - Food Costs	\$ -	\$ -	\$ 1,381.59	
01 6940 4949 810 000 000	Dues and Fees	\$ -	\$ -	\$ 393.60	
		\$ 2,438.75	\$ 4,590.83	\$ 31,419.15	\$ 23,356.00
01 6940 4949 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$3,414.51 ADMINISTRATIVE Expense YTD TOTAL			Percent of Budget Period (11 of 12 mo)	Percent Expended
				91.7%	134.5%

**2024-2025 Budget Period
HS/EHS Administrative Percentage
As of February 28, 2025**

Head Start Operating ADMIN Expenses YTD	\$	259,761.12
Head Start TTA ADMIN Expenses YTD	\$	6,627.71
Early Head Start Operating ADMIN Expenses YTD	\$	181,626.07
Early Head Start TTA ADMIN Expenses YTD	\$	3,414.51
TOTAL ADMIN EXPENSES YTD	\$	451,429.41

TOTAL Head Start Operating Expenses YTD	\$	1,496,350.73
TOTAL Head Start TTA Expenses YTD	\$	29,462.43
TOTAL Early Head Start Operating Expenses YTD	\$	1,570,778.19
TOTAL Early Head Start TTA Expenses YTD	\$	31,419.15
HS/EHS Inkind YTD	\$	335,520.22
TOTAL PROGRAM EXPENSES YTD	\$	3,463,530.72

YTD ADMINISTRATIVE PERCENTAGE **13.03%**
 (Total Admin Expense YTD/Total Program Expense YTD)

	ONE-TIME FUNDING				
	6940 4956				
	FEBRUARY 2025				
					ONE TIME FUNDS
		Current Month	Previous Month	YTD	BUDGET
Account Number	Account Description	February 2025	January 2025	4/1/24-3/31/25	4/01/24-3/31/25
01 6940 4956 330 000 000	Professional Services - Conference Registration	\$ 6,500.00	\$ -	\$ 7,925.00	
01 6940 4956 490 441 000	Rent	\$ 222.00	\$ 222.00	\$ 1,332.00	
01 6940 4956 610 000 000	Supplies - General	\$ 41,239.50	\$ 381.97	\$ 50,041.94	
		\$ 47,961.50	\$ 603.97	\$ 59,298.94	\$ 112,421.00

Pd 2/27/2025

Chk #23426

Cardholder Name and Account Number
KRYSTIE HOHNSTEIN
4215 AVENUE I
XXXX-XXXX-XXXX-9158



Page 1 of 2



Platte Valley Bank
A Platte Valley Company

Account Information

Statement Closing Date	02/03/2025
Credit Limit	\$20,000.00
Available Credit	\$19,617.00
Cash Credit Limit	\$20,000.00
Available Cash	\$19,617.00

Account Summary

Previous Balance	\$0.00
- Payments and Credits	\$0.00
+/- Finance Charge(net)	\$0.00
+ Purchases	\$0.00
+ Cash Advances	\$0.00
+ Other Charges	\$0.00
= New Balance	\$0.00

Payment Information

Payment Due Date: 02/28/2025 Minimum Payment Due: \$0.00 New Balance: \$0.00

Transactions

Post Date	Trans Date	Reference	Description	Amount
01/08	01/07	240113407001WKGJ4	AMAZON RETA* Z53VU7CO2 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H2510030	\$60.00
01/09	01/08	24692160835ZMWF9	AMZN Mkt US*ZP39V1711 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10040	\$109.97
01/13	01/12	24011340Q001M149P	AMAZON RETA* ZD30121V1 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H2510118	\$29.90
01/14	01/13	24011340D001Y3FV6	AMAZON RETA* ZG7S1C52 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H2510040	\$59.97
01/14	01/13	24692160D30MV/BXSH	AMAZON MKTPL*Z59UZ9NI0 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10040	\$60.62
01/15	01/14	24692160E31200Y8J	AMAZON MKTPL*Z501S8T80 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10040	\$135.74
01/15	01/14	24692160E3122XXY2	AMAZON MKTPL*ZG19Q6LS2 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10040	\$70.32
01/15	01/14	24692160E31293EAY	AMAZON MKTPL*ZD8716Q61 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10040	\$70.32
01/22	01/21	24011340M001FWW16	AMAZON RETA* ZG0FE5XH0 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H2510234	\$39.84
02/02	01/31	244450010BLKVMNNB	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$550.70
02/03	02/03	00000000000COMPC	TOTAL PURCHASES \$1,187.38 TOTAL \$1,187.38 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD	
TOTAL *FINANCE CHARGE* BILLED IN 2024				\$0.00



Platte Valley Bank
A Platte Valley Company

Cardholder Name and Account Number
KERRY MEHLING
4215 AVENUE I
XXXX-XXXX-XXXX-9182



Account Information		Account Summary	
Statement Closing Date	02/03/2025	Previous Balance	\$0.00

Transactions				
Post Date	Trans Date	Reference	Description	Amount
01/09	01/08	246921608363L5B9T	AMAZON MKTPL*ZP9UM19P1 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10013	\$28.73
01/10	01/08	244977809S66HH244	NEBRASKA CHILDREN AND FAM402-4767255 NE MCC: 8398 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$150.00
01/19	01/17	24492160JEHMB69XT	TEACHSTONE* CLASS 2ND TEACHSTONE.COVA MCC: 8299 MERCHANT ZIP: 22911 SALES TAX: \$ 0.00 TAX INCLUDED:	\$300.00
01/24	01/23	24011340P000PM1DM	AMAZON RETA* ZG5GE5FH1 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H2510251	\$7.99
01/24	01/23	24445000RBLKMW4YT	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$44.61
01/24	01/23	24801970P6EQALFVJ	ZERO TO THREE 202-857-2602 DC MCC: 8398 MERCHANT ZIP: 20037 SALES TAX: \$ 3.51 TAX INCLUDED: 1 CUSTOMER CODE: PO 023763742890	\$61.95
01/28	01/27	24011340V000MFWHG	AMAZON RETA* ZC5E21AO0 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H2510251	\$139.92
01/31	01/30	24692160Y31FRYMJZ	AMAZON MKTPL*ZC5ZW73X1 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-10303	\$34.88
02/03	02/03	000000000000COMPC	TOTAL PURCHASES \$768.08 TOTAL \$768.08 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD TOTAL *FINANCE CHARGE* BILLED IN 2024 \$0.00	



Platte Valley Bank
A Platte Valley Company

Cardholder Name and Account Number
HEAD START 2
4215 AVENUE I
XXXX-XXXX-XXXX-9273



Account Information			Account Summary	
Statement Closing Date		02/03/2025	Previous Balance \$0.00	
Transactions				
Post Date	Trans Date	Reference	Description	Amount
01/07	01/06	244450007BLKHS7FA	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000789137	\$79.92
01/09	01/08	244450009BLKXZ4QT	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000196857	\$39.94
01/09	01/08	244550108447XRYML	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$31.89
01/09	01/08	244550108447XRYND	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$192.99
01/17	01/16	24226380H05JX396E	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$135.77
01/21	01/20	24226380M05NQPGE	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$13.41
01/21	01/20	24231680M6Q1540GT	CHILI'S #6936 SCOTTSBLUFF NE MCC: 5812 MERCHANT ZIP:	\$21.68
01/22	01/21	24765010N6QVNBRYJ	OLE SCOTTSBLUFF NE MCC: 5812 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED:	\$35.05
01/22	01/21	24943000N3Y7H8MTP	CULVERS SCOTTSBLUFF SCOTTSBLUFF NE MCC: 5814 MERCHANT ZIP:	\$13.36
01/23	01/22	24692160N2Y9HN1A4	SQ *THE MIXING BOWL CAFE Gering NE MCC: 5812 MERCHANT ZIP: 69341 SALES TAX: \$ 1.69 TAX INCLUDED: 1 CUSTOMER CODE: 00023058430213077	\$29.98
01/23	01/22	24765010P6DRVNW46	OLE SCOTTSBLUFF NE MCC: 5812 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED:	\$28.04
01/24	01/23	24231680R6ETV8XVA	CHILI'S #6936 SCOTTSBLUFF NE MCC: 5812 MERCHANT ZIP:	\$19.24
01/24	01/23	24269790R00Y15AYB	JIMMY JOHNS - 1398 SCOTTSBLUFF NE MCC: 5814 MERCHANT ZIP:	\$12.82
01/27	01/24	24275390SS66HG742	FLYOVER BREWING SCOTTSBLUFF NE MCC: 5813 MERCHANT ZIP:	\$27.31
01/29	01/28	24226380X05XDT8BV	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$76.28
01/29	01/28	24455010W447XRYG3	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$21.96
02/03	02/03	000000000000COMPC	TOTAL PURCHASES \$779.64 TOTAL \$779.64 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD TOTAL *FINANCE CHARGE* BILLED IN 2024 \$0.00	

Program Management & Quality Improvement

Policy Council Presentation 2-25-25

Gestión de programas y mejora de la calidad

Presentación del Consejo de Políticas 2-25-25

Management System

- Provides effective management and oversight of all program areas to provide high-quality services
- Ongoing supervision to support individual staff Professional development and continuous program quality improvement
- Ensures budget and staff patterns promote continuity of care for children, allow time for staff development, and for provision of all services
- Maintains automated accounting and record keeping system adequate for oversight

Sistema de Gestión

- Proporciona gestión y supervisión efectivas de todas las áreas del programa para brindar servicios de alta calidad.
- Supervisión continua para apoyar al personal individual Desarrollo profesional y mejora continua de la calidad del programa
- Garantiza que los patrones de presupuesto y personal promuevan la continuidad del cuidado de los niños, permitan tiempo para el desarrollo del personal y para la prestación de todos los servicios.
- Mantiene un sistema automatizado de contabilidad y mantenimiento de registros adecuado para la supervisión.

Coordinated Approaches

- Training & professional development support the delivery and continuous improvement of high quality services
- Full & effective participation of DLL and their families
- Full & effective participation of all children with disabilities
- Management of program data to effectively support the availability, usability, integrity and security of data

Enfoques coordinados

- La capacitación y el desarrollo profesional respaldan la prestación y mejora continua de servicios de alta calidad.
- Participación plena y efectiva de DLL y sus familias.
- Participación plena y efectiva de todos los niños con discapacidad.
- Gestión de datos del programa para respaldar eficazmente la disponibilidad, usabilidad, integridad y seguridad de los datos.

Achieving Program Goals

- Strategic Long-Term Goals
- Goals for the provision of Education, Health, Nutrition, Family & Community Engagement Services
- School Readiness Goals
- Effective Health and Safety Practices

****All promote the school readiness of enrolled children**

Lograr los objetivos del programa

- Metas estratégicas a largo plazo
- Metas para la prestación de servicios de educación, salud, nutrición, participación familiar y comunitaria
- Metas de preparación escolar
- Prácticas efectivas de salud y seguridad

****Todos promueven la preparación escolar de los niños matriculados.**

Communicating with the Community

- **Annual Report** ESU 13 website, Head Start Buzz, and Head Start Regional Office with the annual grant application.
- **Recruitment Efforts** updated eligibility and program information to entities serving young children (CAPWN, DHHS, EDN, ESU13, Health Providers, etc.)
- **Health and Mental Health Advisory Committee** parents, health professionals, and community volunteers 2x/year.
- **Annual Self-Assessment Results** PC, parent groups, program staff and the ESU 13 BOE.
- **MOU's** community partners, school districts, health & mental health providers
- **Other** meetings as necessary to promote services
- **Social Media Platforms and ESU 13 website**

Comunicándose con la comunidad

- **Informe anual Sitio** web de ESU 13, Head Start Buzz y la Oficina Regional de Head Start con la solicitud de subvención anual.
- **Recruitment Efforts** actualizó la elegibilidad y la información del programa para las entidades que atienden a niños pequeños (CAPWN, DHHS, EDN, ESU13, proveedores de salud, etc.)
- **Comité Asesor de Salud y Salud Mental** padres, profesionales de la salud y voluntarios de la comunidad 2 veces al año.
- **Resultados de la autoevaluación anual** PC, grupos de padres, personal del programa y ESU 13 BOE.
- **Socios comunitarios de MOU** distritos escolares y proveedores de salud y salud mental
- **Otras** reuniones necesarias para promover los servicios.
- **Plataformas de redes sociales y sitio web de ESU 13**

Communication with Families Comunicación con las familias

Monthly Communication:

- Menus
- Policy Council Meetings
- Board of Education Meetings
- Parent Newsletters



Home Visits

- Center Base = 2x per year
- Family Advocates = 3x/year for 9 month centers and 4x/year for full-year centers

Parent Teacher Conferences = 2x/year

Family Gatherings = 3x/year for 9 month centers and 4x/year for full-year centers

Father/Mother Engagement Events = 2 each per year

- **Parent Committees** help plan parent events

Parent Volunteers to participate in **Community Assessment and Self Assessment**.

Individual Communication on as needed basis (i.e. Health, Mental Health, Special Services, Transportation, Attendance)

Comunicación mensual:

- Menús
- Reuniones del Consejo de Políticas
- Reuniones de la Junta de Educación
- Boletines para padres



Visitas domiciliarias

- Base central = 2 veces por año
- Defensores de la familia = 3 veces/año para centros de 9 meses y 4 veces/año para centros de año completo

Conferencias de padres y maestros = 2 veces al año

Reuniones familiares = 3 veces al año para centros de 9 meses y 4 veces al año para centros de año completo

Eventos de compromiso de padre/madre = 2 cada uno por año

- Los comités de padres ayudan a planificar eventos para padres

Padres voluntarios para participar en la evaluación comunitaria y la autoevaluación.

Comunicación individual según sea necesario (es decir, salud, salud mental, servicios especiales, transporte, asistencia)

Engaging Families in Their Home Language

Primary or Preferred Language (Bilingual Staff or Interpreter)

- Classroom Staff to support dual language learners
- Family Advocates to support home visits or PTC
- Forms/Documentation translated

Self Assessment Surveys (3x/year)

- Communication and Program Improvement

Involucrar a las familias en su idioma materno

Idioma principal o preferido (personal bilingüe o intérprete)

- Personal del salón de clases para apoyar a los estudiantes que aprenden en dos idiomas
- Defensores de la familia para apoyar las visitas domiciliarias o PTC
- Formularios/Documentación traducida

Encuestas de autoevaluación (3 veces al año)

- Comunicación y mejora de programas

Communication -Governing Body and Policy Groups

Program updates provided:

- **Director's Report** (ERSEA, health requirements, disability services, HV completion, PTC, transportation, professional development, highlighted program activities)
 - **Financial Reports** (program expenditures, credit card transactions, USDA reimbursement, Non-Federal Share/In-Kind)
 - **Personnel Reports**
 - **Program Written Plans**
 - **Annual application** for continued funding
 - **Child Outcomes Data**
 - **Program Information Report (PIR)**
 - **Minutes** from Policy Council & Board of Education
- Meetings available to all staff/parents
- Director attends both & presents same info at each
 - Board Liaison attends PC meetings

Comunicación - Órgano rector y grupos políticos

Actualizaciones del programa proporcionadas:

- **Informe del Director** (ERSEA, requisitos de salud, servicios para discapacitados, finalización de HV, PTC, transporte, desarrollo profesional, actividades destacadas del programa)
- **Informes financieros** (gastos del programa, transacciones con tarjetas de crédito, reembolso del USDA, participación no federal/en especie)
- **Informes de personal**
- **Planes escritos del programa**
- **Solicitud anual** de financiación continua
- **Datos de resultados infantiles**
- **Informe de información del programa (PIR)**
- **Actas de las reuniones del Consejo de Políticas y de la Junta de Educación** disponibles para todo el personal y los padres
 - El director asiste a ambos y presenta la misma información en cada uno.
 - El enlace de la junta asiste a las reuniones del PC



Communication Amongst Staff

Monthly Meetings or Other Communication:

- Family Services Team (Family & Community Partnerships Manager)
- Teachers (Education & Special Services Manager with Center Manager)
- Finance Meetings
- Head Start Buzz

Other Meetings & Communication:

- Management Team Meetings
- Extended Team Meetings
- Reflective Supervisions
- Individual
- Emergency Preparedness Team
- Annual Performance Evaluations

Comunicación entre el personal

Reuniones mensuales u otra comunicación:

- Equipo de Servicios Familiares (Gerente de Asociaciones Familiares y Comunitarias)
- Maestros (Gerente de Educación y Servicios Especiales con Gerente de Centro)
- Reuniones financieras
- Zumbido de Head Start

Otras reuniones y comunicaciones:

- Reuniones del equipo directivo
- Reuniones de equipo extendidas
- Supervisiones reflexivas
- Individual
- Equipo de preparación para emergencias
- Evaluaciones anuales de desempeño



Record-Keeping Systems

- Secure facilities - volunteers or community members are not left unattended in work areas.
- Files & other confidential information are locked at all times.
- Staff review and sign confidentiality policy annually.
- Child Plus - Data System (password protected/web-based)

Child Health Records

- Located at the center and on Child Plus
- Parent Consent, Immunizations, Physical & Dental Records, & Individual Health Plans

Children's Center Files

- Color Coding System
- Application, Family Development, Education, Disabilities/Transition, Mental Health, Nutrition & Health Screening info included.
- Enrollment Manager stores dropped/terminated files and waitlisted/abandoned files or completed files
- Stored for 7 years then destroyed

Children's Enrollment Records

- Application, Birth Certificate, Verification of Eligibility, Selection Criteria, Income Documentation

Sistemas de mantenimiento de registros

- Instalaciones seguras: los voluntarios o miembros de la comunidad no quedan desatendidos en las áreas de trabajo.
- Los archivos y otra información confidencial están bloqueados en todo momento.
- El personal revisa y firma la política de confidencialidad anualmente.
- Child Plus - Sistema de datos (protegido con contraseña/basado en la web)

Registros de salud infantil

- Situado en el centro y en Child Plus.
- Consentimiento de los padres, vacunas, registros físicos y dentales y planes de salud individuales

Archivos del Centro Infantil

- Sistema de codificación de colores
- Se incluye información sobre la solicitud, desarrollo familiar, educación, discapacidades/transición, salud mental, nutrición y exámenes de salud.
- Enrollment Manager almacena archivos descartados/terminados y archivos en lista de espera/abandonados o archivos completados
- Almacenado durante 7 años y luego destruido.

Registros de inscripción de niños

- Solicitud, Acta de Nacimiento, Verificación de Elegibilidad, Criterios de Selección, Documentación de Ingresos



Reporting Systems

Reports*	Board of Education	Policy Council	Parents	Staff
Director's Report (Performance Report) <ul style="list-style-type: none"> ● Enrollment/Attendance ● Inkind ● Program Requirements including: <ul style="list-style-type: none"> ● -Education ● -Health ● -Physical-Dental ● -Nutrition ● -Behavioral Health ● -Family Development ● -Transportation 	X	X		X
Monthly Financial Reports including: <ul style="list-style-type: none"> ● USDA Reimbursement ● Credit Card Report 	X	X		
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Yearly Program Information Report (PIR)	X	X		X

Reporting Systems

Informes*	Junta de Educación	Consejo de políticas	Padres	Personal
<p>Informe del Director (Informe de Desempeño)</p> <ul style="list-style-type: none"> . Inscripción/Asistencia en especie . Requisitos del programa que incluyen: <ul style="list-style-type: none"> -Educación -Salud -Físico-Dental -Nutrición -Salud conductual -Desarrollo Familiar -Transporte 	X	X		X
<p>45</p> <p>incógnita</p> <p>Informes financieros mensuales que incluyen:</p> <ul style="list-style-type: none"> ● Reembolso del USDA ● Informe de tarjeta de crédito 	X	X		

Reporting Systems Continued...

Reports*	Board of Education	Policy Council	Parents	Staff
Community Needs Assessment	X	X		X
Child Outcomes/School Readiness	X	X	X	
Self-Assessment <ul style="list-style-type: none"> ● Parent Surveys ● Staff Surveys ● Community Surveys 	X	X		X

* All reports are used during planning to plan for upcoming years. These reporting systems also generate official reports for Federal, State, and Local authorities as required.

Fiscal Department Reports: HHS quarterly, semi-annual, annual and final SF425; financial audit reports; federal IRS 1099 report, payroll taxes and related reports, and unemployment reports.

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Human Resource Department/Administrative Reports: W-2; quarterly multiple worksite; annual Equal Employment Opportunity Commission; Workman's Compensation/OSHA 300A, Census Bureau & W-2 Tax Reports

Sistemas de informes Continuación...

Informes*	Junta de Educación	Consejo de políticas	Padres	Personal
Evaluación de necesidades de la comunidad	X	X		X
Resultados del niño/preparación para la escuela	X	X	X	
Autoevaluación <ul style="list-style-type: none"> • Encuestas para padres • Encuestas de personal 	X	X		X

* Todos los informes se utilizan durante la planificación para los próximos años. Estos sistemas de informes también generan informes oficiales para las autoridades federales, estatales y locales según sea necesario.

Informes del Departamento Fiscal: SF425 trimestral, semestral, anual y final del HHS; informes de auditoría financiera; Informe federal IRS 1099, impuestos sobre la nómina e informes relacionados, e informes de desempleo.

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Departamento de Recursos Humanos/Reportes Administrativos: W-2; sitio de trabajo múltiple trimestral; Comisión anual de Igualdad de Oportunidades en el Empleo; Compensación laboral/OSHA 300A, Oficina del Censo e informes de impuestos W-2

Fall 2024-2025 Parent Survey Results

1. **Satisfaction Levels:**

- Most parents are "extremely satisfied" with the application/enrollment process, communication with classroom staff, and communication with family advocates.
 - Application/enrollment process: 119 parents were "extremely satisfied."
 - Communication with classroom staff: 120 were "extremely satisfied."
 - Communication with family advocates: 112 were "extremely satisfied."

2. **Awareness and Participation:**

- 80% of parents are aware of mental health support resources.
- 57% participated in family gatherings in the past three months, with the rest citing time or scheduling conflicts as barriers.

3. **Preferred Involvement Activities:**

- Popular activities include completing activity calendars (88 participants) and family engagement events (105 participants).

4. **Feedback on Family Events:**

- Parents appreciated quality time with their children, educational activities, and community engagement opportunities. Commonly cited enjoyable events included classroom interactions, pumpkin patch visits, and making cupcakes.

5. **Recommendations and Positive Experiences:**

- Most parents (111 respondents) rated their likelihood of recommending the program at the highest score of 10.
- Positive aspects included helpful staff, engaging curriculum, child development, and good communication.

6. **Suggestions for Improvement:**

- Recommendations included:
 - Improved communication (e.g., more detailed updates about classroom activities).
 - Adjustments to family event times to better suit schedules.
 - More family gatherings and additional communication methods.

The overall sentiment reflects high satisfaction and appreciation for the program, with constructive suggestions for logistical adjustments and enhanced communication.

The **ESU 13 Head Start Staff Survey for Fall 2024-2025** gathered feedback on how staff feel about their work. Here are the main points:

- **Job Understanding & Preparedness:** Most staff feel like they know their job well, with 22 people saying they're very prepared to help children and families.
- **Areas for Support:** Staff want more help with managing behaviors, communicating with parents, and working with kids who have special needs. Some also mentioned needing better organization and setting boundaries.
- **Mental Health Awareness:** 89% of staff know how to access mental health support for themselves and the families they work with, which shows good awareness.
- **Wellness Support:** Staff feel moderately supported in their personal wellness, with 12 people saying they feel well-supported.
- **Job Recommendation:** Most staff would recommend working for ESU 13 Head Start.. Some staff highly recommend it because of the supportive environment, growth opportunities, and great team spirit.
- **Positive Experiences:** Staff appreciate the family-friendly environment, the supportive management, and the chance to continue their education. They also feel good about making a difference in kids' lives. The work environment is seen as friendly and caring, with good benefits.
- **Suggested Improvements:** Some suggested more training on behavior support and communication, as well as a desire for better pay, lower child-to-staff ratios, and improved insurance coverage.

The **ESU 13 Head Start Partnership Staff Survey for Fall 2024-2025** shares feedback from public school staff on how the partnership with Head Start is working. Here is a quick summary::

- **Understanding the Partnership:** Most staff understand how the partnership works and see benefits like extra support for families, professional development, and helpful resources for everyone.
- **Benefits of Head Start:** Staff appreciate the resources Head Start provides, such as support for families, health and mental health services, and access to high-quality preschool for low-income families.
- **Areas for Support:** Some staff want more help with managing behaviors and less paperwork. A few also wish their family advocate could spend more time at their school. (Someone asked for toy cleaning procedures. Please see the attached document and reach out if you have more questions.)
- **Mental Health Awareness:** 84% of staff know how to get mental health support for themselves and the families they work with.
- **Support from Head Start:** Most staff feel well-supported in meeting Head Start requirements, but some mention challenges with paperwork and expectations.
- **Recommending the Partnership:** Feedback is mixed on recommending the partnership. Some are highly positive, while others would like no home visits, less paperwork, and more streamlined processes. (Please note home visits are required by NDE in all public school preschools.)
- **Improvement Ideas:** Suggestions include cutting down on duplicate forms, making training less repetitive, and streamlining paperwork. (If you have suggestions for reducing paperwork, please reach out. We value your ideas!)

Policy Updates

HR03 Standards of Conduct - reviewed w/no changes

FA03 Outdoor Play Area Safety - reviewed w/no changes

HR08 Organizational Structure - reviewed w/no changes

ED18 Authorized Release of Children - reviewed w/no changes

ED13 Active Supervision of Children Including Transitions - reviewed w/no changes

Procedural Updates

TTA Support

Sept 2024 - Bus/Classroom exchange
w/name-to-face implemented

10/3/24 - TTA planning meeting and
support requested for TTA - child safety

Sept 2024 - door signs created and put into classrooms
TTA Child Safety Planning Meeting -10/14/24

Tadpoles used in ESU 13 Head Start
classrooms to complete name-to-face
checks at *designated* times throughout day
TTA Child Safety Planning Meeting -12/2/24

TTA Child Safety Planning Meeting - 2/3/25

ages

TTA Child Safety Planning Meeting - 4/9/25

Staff Training

Monitoring Updates

Monthly BUZZ
10 Actions to Create a
Culture of Safety
Caring for Our Children
Online Database - 2.2.0.1:
Methods of Supervision of
Children

Planning for Classroom
Transitions Worksheet
ESU 13 Head Start Active
Supervision Policies
Zoning to Maximize
Learning and additional
Tips and Tools for
Teachers Resources
Prioritizing Safety Through
Positive Behavior

Guidance: Redirection
Strategies

[Brightwheel resource on
Active Supervision:
https://mybrightwheel.com/
blog/active-supervision](https://mybrightwheel.com/blog/active-supervision)

Refresher from August
training on Active
Supervision and "Going
Forward" activities,
attached ESU 13 Head
Start policies on Active
Supervision again,
reminded of mandatory
Active Supervision Training
for any newly hired staff

Active Supervision: A Daily
Commitment and Shared
the Safety and Supervision
Questions from ChildCare

Aware for review

Not yet written

Not yet written

Not yet written

Virtual Lab/Email

Transportation Training

Pyramid Training

Name-to-face monitoring - Ed Manager on
Tadpoles monthly w/written feedback on
results of monitoring, Center Manager on
Tadpoles weekly w/face-to-face contact
for feedback, Center Assts. regular checks
throughout day on-site

Bus observations 4 times per year - name
9/2024 to face checks being observed
Jan 2025 - Active Supervision added to
classroom observation forms as specific
item - added points to Curriculum Fidelity
10/2024 Score spreadsheet

11/2024

12/2024

1/2025

2/2025

3/2025

4/2025

5/2025

9/13/2024

7/30/2024

8/9/2024

Education Training	8/6/2024
Active Supervision (all-staff)	8/12/2024
Mandatory Headstart.gov iP	Fall 2024 and on-going at onboarding
Head Start Orientation	Time of hire

Other

9/3/24 - Action plan w/BP team

10/2/24 - Team meeting after TTA to review what we learned and discuss next steps

1/2025 - survey input from classrooms/schools on method of active supervision

Partnership MOU's for 2025-26 have addition that schools need to provide us with written policy/procedure on active supervision

ESU 13 Academic Year Calendar 2025-2026

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

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

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

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

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

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

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

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

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

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

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

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

Yellow: Staff In-Service/Professional Development
 Red: No School for Students & Staff (Offices Closed)
 Orange: ESU 13 Board Meeting

SPECIAL DATES

AUG 11 - Staff First Day & New Employee Orientation

AUG 12 - Staff In-Service

AUG 13 & 14 - Staff Work Days

SEPT 1 - Labor Day Holiday

OCT 17 - Staff In-Service

OCT 24 - Fall Break

NOV 26-28 - Thanksgiving Break

DEC 22 - JAN 2 - Winter Break

JAN 5 - Department Meetings/Work Day

FEB 16 - ESU 13 Midwinter Conference

MARCH 11 - Staff In-Service

MARCH 12 & 13 - Winter Break

APRIL 3 & 6 - Easter Break

MAY 21 - Staff In-Service

MAY 25 - Memorial Day Holiday

JULY 3 - Fourth of July Holiday

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