

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, August 19, 2025

Location - Harms Center, Room 188, 2620 College Park, Scottsbluff, Nebraska 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 meeting (June 17th regular meeting)
 - b. Treasurer's Report (June 30, 2025, and July 31, 2025)
 - c. Fund Balance (June 30, 2025, and July 31, 2025)
 - d. Budget Report (June 30, 2025, July 31, 2025, and August 19, 2025)

- e. Claims for Disbursement (July 15, 2025, and August 19, 2025)

D. Calendar:

- **August 20, 2025 - ESU 13 Administrative Advisory Council - Conference Rooms B/C - 2:00 PM**
- **August 20, 2025 - NASB Area Membership Meeting - Gering Civic Center - 5:00 PM (Coon, Diemoz, Jones, Kinsey, Plog, Richards, Sinner, Winchester)**
- **September 1, 2025 - ESU 13 closed for Labor Day**
- **September 8, 2025 - Finance Committee preview of 2025-2026 ESU 13 Budget - 11:30 AM**
- **September 23, 2025 - Proposed Budget Hearing - 7:00 PM; Tax Request Hearing to follow, and regular meeting to follow Tax Request Hearing**
- **October 1-2, 2025 - Labor Relations Conference - Lincoln**
- **November 19-21, 2025 - State Education Conference CHI Health Center, Omaha**
- **December 3-5, 2025 - AESA Annual Conference - Colorado Springs (Kinsey, Sinner) (Please let Desira know by September 15th if you plan on attending)**

E.

F. Public Forum:

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

G. Eric Packer - Board Member Candidate for Election District 11 - Question and Answer Session

H. Appointment of Board Member - Election District 11

Review, discussion, and possible action regarding the appointment of Eric Packer to ESU 13's Board of Education to represent Election District 11.

I. Reports

1. 2025 NASB Leadership Workshop - July 28th (Richards)
2. Head Start Director's Report, Policy Council, and Financial Reports (June and July)
3. Administrator's Report
4. Board Committee Reports
5. Board Member Comments

J. Business

1. **Proposed New Board Policy on Electronic Communication Devices and Cell Phones**
As part of the yearly required ESU policy updates provided by Justin Knight of Perry Law Firm, new policy on electronic communication devices and cell phones is required. The Policy/Legislative Committee has reviewed this policy and proposes to adopt the policy as presented and waive the second and final reading. This will be added to Article 6, Section 4.
2. **Proposed Amendments to Board Policy Article 3, Sections 4(I) & 5(L), Article 5, Section 1(D), and Article 6, Sections 4(E), 5(H), & 7(A).**
These are the yearly ESU policy updates provided by Justin Knight of Perry Law Firm. The Policy/Legislative Committee has reviewed these updates and recommends that the proposed amendments be adopted as presented and waive the second reading.

3. Resolution to Increase Restricted Funds Authority by an Additional 1%
In addition to the allowable 2.5% base increase, the Board can increase budgeted restricted funds authority for the 2025-2026 budget by an additional 1% upon affirmative vote of at least 75% of the authorized Board.
4. Valley Alternative Learning Transitioning School (VALTS) Amendments to Bylaws and Interlocal Agreement
The VALTS Bylaws have been amended to add Leyton Public Schools. The VALTS Interlocal Agreement has been amended to add Leyton Public Schools, adjust the allocation of educational slots for students attending VALTS, and Termination-Disposal of Assets. The VALTS Board approved the amendments at their March 11th Board meeting.
5. Approval of Architectural and Engineering Design Services for the Meridian Addition and Renovation Project
JEO Architecture, Inc. will provide Architectural and Engineering Design services for the Meridian Addition & Renovation project. JEO has submitted an agreement proposal in the amount of \$260,000 for their services that include Schematic Design, Design Development, Construction Documents, Bidding & Negotiation Phase, and Construction Administration Phase. The Building/Grounds Committee met prior to this meeting to review the agreement.
6. Head Start One-Time Funds Grant Submission
Head Start/Early Head Start requests a motion to approve the submission of the one-time funds grant application to support nutrition services offered by the program.

K. 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


Nebraska Council
of School Administrators
455 South 11th Street, Suite A
Lincoln, NE 68508
(402) 476-8055
ncsa.org


PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.
233 South 13th Street, Suite 1400,
Lincoln, NE 68508
(402) 476-9200
perrylawfirm.com

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday, June 17, 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, June 17, 2025 at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE 69361. The meeting notice was published in the Star-Herald on Thursday, June 12, 2025.

Present: Diane Coon, Stephen Diemoz, Patricia Jones, Ronda Kinsey, Scott Marsh, Kim Marx, Tom Millette, Mrs Mandy Plog, Ray Richards, Mark Sinner, Dr. Caroline Winchester.

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

Moved by Kinsey, seconded by Coon that consent action items be approved as listed (Minutes of May regular meeting, Treasurer's Report, Fund Balance Report, Budget Report, and Claims for Disbursement). Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

June 17, 2025 Approved Claims	
Salaries, Benefits,	\$1,000,544.88
Prof. & Tech. Services; Mileage	\$ 110,689.81
Leases, Utilities & Maintenance	\$ 22,761.20
Copies, Postage, Telephone & Travel	\$ 94,781.59
Supplies, Materials, Software & other Util.	\$ 108,260.89
Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition	\$ 0.00
Dues, Fees & Ind. Costs	\$ 3,217.38
Total	\$1,340,255.75

Calendar:

- July 15, 2025 - Regular Board Meeting (on Agenda for vote)
- July 28, 2025 - NASB Leadership Workshops for Board Presidents, Vice Presidents, Superintendents, and ESU Administrators - Gering Civic Center
- August 12, 2025 - All Staff In-Service
- August 19, 2025 - Regular Board Meeting - Harms Center, Room 188
- August 20, 2025 - ESU 13 Administrative Advisory Council, Main Office - 2:00 PM
- August 20, 2025 - NASB Area Membership Meeting, Gering Civic Center
- December 3-5, 2025 - AESA Annual Conference - Colorado Springs, CO

No Public Forum.

Reports:

Megan Macy, ESU 13's Teacher of the Visually Impaired, thanked the Board for its support of the Yay Sports Camp held in early June at the YMCA camp. The event hosted 14 campers, and there are plans to hold the

camp at Fort Robinson next year. A donor has pledged \$20,000 to support the 2026 camp. Megan noted that nine of the camp staff were not ESU 13 employees and expressed how impressed they were with the program.

Board member Winchester attended the School Law Seminar that was held June 11-12 in Kearney. She attended several sessions and reviewed the content with the Board.

Head Start Director's Report, Policy Council, and Financial Reports: No discussion. Policy Council did not meet in May.

Administrator's Report:

- Dr. Barrett reviewed the External Survey results, organized by category. One survey per district was distributed in April, and superintendents were encouraged to review it with their leadership teams. Seventeen of the 21 districts completed the survey. Discussion was held regarding the future of the External Survey. Results will be shared with all staff during the August in-service.
- The Core Service dollar amount for the 2025-2026 school year reflects a 7.43% decrease.
- An update was provided on the new Meridian playground.
- Dr. Barrett shared an overview of her 2024–2025 goals.
- State and federal legislative updates were presented.

Board Committee Reports: The Buildings/Grounds committee met prior to this meeting regarding updating the Meridian classroom space. Jack Baker, of JEO Consulting Group, attended the committee meeting with some preliminary plans for adding space to the Meridian area of the building. Other options for the renovation were discussed. The Committee will meet again in August.

President Sinner appoints Board member Mandy Plog to the Policy/Legislative, Finance, and Negotiations/Personnel Committees.

Board Member Comments: Board Member Winchester expressed appreciation for staff engagement in continuing education efforts. Dr. Barrett reviewed the process for filling the Board vacancy in Election District 11.

Business:

Moved by Richards, seconded by Winchester that the Board approve the proposed new policy on Federal Stipends. Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Diemoz, seconded by Winchester that the Board approve the recommendation of the Policy/Legislative Committee and adopt the amendments to Article 6, Sections 7 and 8, and Article 4, Section 5 as presented and waive the second reading. Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Winchester, seconded by Marsh that the July regular Board meeting be cancelled and grant authorization to pay General Fund claims. Desira will email the July Check Listing to each Board member for verbal approval prior to distribution, with formal ratification of the action at the August Board meeting. Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Kinsey, seconded by Coon that the Board approve the 2025-2026 Meridian, LifeLink, and Panhandle Beginnings Student Handbooks. Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Millette, seconded by Jones that the Board approve the 2025-2026 Employee Handbook. Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye, Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

Moved by Marx, seconded by Millette that the Board approve the updated Director Evaluation Instrument.
Coon: Aye, Diemoz: Aye, Jones: Aye, Kinsey: Aye, Marsh: Aye, Marx: Aye, Millette: Aye, Plog: Aye,
Richards: Aye, Sinner: Aye, Winchester: Aye. Motion passed.

President Sinner adjourned the meeting at 8:12 PM. The next regular meeting will be held on August 19, 2025,
at 7:00pm at the Harms Center, 2620 College Park, Room 188, Scottbluff.

President

Secretary

CHECK REGISTER JUNE 2025			
CHECK #	CHECK DATE	ENTITY NAME	AMOUNT
23794	06/05/2025	ALLO COMMUNICATIONS	\$2,406.76
23795	06/05/2025	ALLO COMMUNICATIONS	\$550.49
23796	06/05/2025	CITY OF SCOTTSBLUFF	\$221.52
23797	06/05/2025	CITY OF SIDNEY	\$2,673.36
23798	06/05/2025	ED SERVICE UNIT NO 13	\$1,000,544.88
23799	06/05/2025	NEBRASKA PUBLIC POWER DISTRICT	\$923.32
23800	06/05/2025	NPPD	\$2,412.02
23801	06/05/2025	VERIZON WIRELESS	\$525.72
23802	06/10/2025	VISA	\$10,944.01
23803	06/17/2025	4IMPRINT	\$677.36
23804	06/17/2025	ACR PROPERTIES LLC	\$520.00
23805	06/17/2025	STAYSHA ADAMS	\$256.00
23806	06/17/2025	AESA	\$2,355.00
23807	06/17/2025	MAGGIE ANDERSON	\$725.00
23808	06/17/2025	SUSAN ANDERSON	\$480.00
23809	06/17/2025	APPLE INC.	\$1,716.00
23810	06/17/2025	BAYARD PUBLIC SCHOOLS	\$2,043.00
23811	06/17/2025	BENZEL PEST CONTROL	\$104.50
23812	06/17/2025	BLESSED BEGINNINGS ECC	\$52.20
23813	06/17/2025	BLICK ART MATERIALS	\$60.94
23814	06/17/2025	BOOKSOURCE	\$11,831.65
23815	06/17/2025	BRIDGEPORT PUBLIC SCHOOLS	\$3,615.95
23816	06/17/2025	BSN SPORTS	\$155.61
23817	06/17/2025	CASH-WA DISTRIBUTING	\$9,152.61
23818	06/17/2025	CDW GOVERNMENT, INC	\$175.32
23819	06/17/2025	CENTURYLINK COMMUNICATIONS	\$524.06
23820	06/17/2025	CHARTER COMMUNICATIONS	\$1,526.02
23821	06/17/2025	CHRISTINE RIPPE	\$174.20
23822	06/17/2025	CITY OF GERING	\$2,026.00
23823	06/17/2025	CITY OF GERING LANDFILL	\$54.18
23824	06/17/2025	CITY OF SCOTTSBLUFF	\$831.41
23825	06/17/2025	COLUMN SOFTWARE, PBC (STAR HERALD NOTICES)	\$20.18
23826	06/17/2025	COMMUNITY CHRISTIAN CHILD CARE CENTER	\$1,241.82
23827	06/17/2025	COMPLETE CARE FAMILY PRACTICE, LLC	\$303.00
23828	06/17/2025	JEWELLE CRAIG	\$464.00
23829	06/17/2025	CREATIVE SIGNS BY COZAD	\$111.00
23830	06/17/2025	CROWNE PLAZA-KEARNEY	\$339.90
23831	06/17/2025	CULLIGAN	\$59.55
23832	06/17/2025	CULLIGAN OF SCOTTSBLUFF	\$84.31
23833	06/17/2025	CYTEK MEDIA SYSTEMS, INC	\$3,467.09
23834	06/17/2025	D. MARTIN-ESU #13	\$136.80
23835	06/17/2025	EAKES OFFICE SOLUTIONS	\$997.96
23836	06/17/2025	ED SERVICE UNIT NO 9	\$180.00
23837	06/17/2025	ED SERVICE UNIT NO 10	\$375.00
23838	06/17/2025	ED SERVICE UNIT NO 7	\$1,200.00
23839	06/17/2025	EMBASSY SUITES-LINCOLN	\$536.00
23840	06/17/2025	HALEE EMERSON	\$78.40
23841	06/17/2025	ESU COORDINATE COUNCIL	\$37,270.00
23842	06/17/2025	FAIRFIELD INN BY MARRIOTT	\$1,958.00
23843	06/17/2025	FRANK PARTS COMPANY	\$64.86
23844	06/17/2025	FRENCHMAN VALLEY COOP	\$720.87
23845	06/17/2025	GERING PUBLIC SCHOOLS	\$11,340.00
23846	06/17/2025	GRADUATE-LINCOLN	\$305.78

23847	06/17/2025	ALEXAVIER GURROLA	\$500.00
23848	06/17/2025	HAMPTON INN - KEARNEY	\$656.00
23849	06/17/2025	HAMPTON INN & SUITES	\$330.00
23850	06/17/2025	HAMPTON INN SIDNEY	\$110.00
23851	06/17/2025	LAURA HIGGINS	\$93.10
23852	06/17/2025	DAWN HOFF	\$444.00
23853	06/17/2025	HOLIDAY INN EXPRESS & SUITES SCOTTSBLUFF	\$330.00
23854	06/17/2025	HOLIDAY INN EXPRESS-HASTINGS	\$550.00
23855	06/17/2025	HOME DEPOT CREDIT SERVICES	\$169.00
23856	06/17/2025	HULLINGER GLASS AND LOCKS	\$9.75
23857	06/17/2025	JED JOHNSON	\$2,932.00
23858	06/17/2025	KIDS KORNER	\$600.00
23859	06/17/2025	LORI KOUBA	\$3,059.00
23860	06/17/2025	LAQUINTA INN & SUITES KEARNEY	\$440.00
23861	06/17/2025	NIKOLE LAUGHLIN-LEONARD	\$200.00
23862	06/17/2025	LEYTON PUBLIC SCHOOLS	\$2,232.00
23863	06/17/2025	DEBRA MASON	\$750.00
23864	06/17/2025	MENARDS	\$110.77
23865	06/17/2025	Menards	\$138.76
23866	06/17/2025	MENARDS	\$2,849.00
23867	06/17/2025	MITCHELL PUBLIC SCHOOLS	\$3,946.00
23868	06/17/2025	MORRILL PUBLIC SCHOOLS	\$5,832.00
23869	06/17/2025	BRITTNEY MORRIS	\$93.10
23870	06/17/2025	MOUNTAIN VISION PIZZA dba DOMINO'S	\$103.32
23871	06/17/2025	NE COUNCIL SCHOOL ADMINISTRATORS	\$150.00
23872	06/17/2025	NEBRASKA GAME AND PARKS	\$320.00
23873	06/17/2025	FAIRFIELD INN BY MARRIOTT	\$175.00
23874	06/17/2025	ONTOCOLLEGE WITH JOHN BAYLOR	\$32,240.00
23875	06/17/2025	OPTK NETWORKS	\$7,769.80
23876	06/17/2025	O'REILLY AUTOMOTIVE	\$79.81
23877	06/17/2025	PARENTPOWERED	\$1,495.00
23878	06/17/2025	PERRY, GUTHERY, HAASE & GESSFORD, P.C.	\$226.80
23879	06/17/2025	PLATTE VALLEY CREAMERY	\$633.60
23880	06/17/2025	POTTER-DIX PUBLIC SCHOOLS	\$2,495.00
23881	06/17/2025	QUILL LLC	\$1,304.02
23882	06/17/2025	RAPID FIRE PROTECTION INC.	\$585.00
23883	06/17/2025	RAPIDS	\$6.47
23884	06/17/2025	ROODS TIRE CENTER LLC	\$16.00
23885	06/17/2025	SAUDER'S AUTOMOTIVE	\$104.36
23886	06/17/2025	SCHOOL HEALTH CORPORATION	\$12,028.13
23887	06/17/2025	SCOTTSBLUFF FAMILY YMCA	\$200.00
23888	06/17/2025	SCOTTSBLUFF PUBLIC SCHOOLS	\$1,265.00
23889	06/17/2025	SCOTTSBLUFF PUBLIC SCHOOLS	\$20,075.00
23890	06/17/2025	SIDNEY SUN-TELEGRAPH	\$15.27
23891	06/17/2025	SONNY'S SUPER FOODS/BRIDGEPORT	\$1,039.28
23892	06/17/2025	STAPLES ADVANTAGE	\$50.32
23893	06/17/2025	TEACHING STRATEGIES, LLC	\$4,814.90
23894	06/17/2025	TEAM CHEVROLET	\$340.57
23895	06/17/2025	TEHRANI MOTOR COMPANY	\$375.20
23896	06/17/2025	TUMAINI DC, INC	\$4,651.80
23897	06/17/2025	THE UNIVERSITY OF NEBRASKA - LINCOLN	\$2,803.00
23898	06/17/2025	UNIVERSITY OF NEBRASKA KEARNEY	\$175.00
23899	06/17/2025	VERIZON WIRELESS	\$982.11
23900	06/17/2025	JANET VICTORY	\$700.00
23901	06/17/2025	WASH-IT LLC DBA HI PERFORMANCE CAR WASH	\$105.25

23902	06/17/2025	WASTE CONNECTIONS OF NEBRASKA, INC.	\$125.15
23903	06/17/2025	WESTERN COOPERATIVE COMPANY	\$148.26
23904	06/17/2025	WESTERN NEBRASKA COMMUNITY COLLEGE	\$145.00
23905	06/17/2025	WNCC, TREASURER	\$3,346.00
23906	06/18/2025	CENTURYLINK COMMUNICATIONS	\$1,257.95
23907	06/18/2025	CHARTER COMMUNICATIONS	\$48.98
23908	06/18/2025	CITY OF SCOTTSBLUFF	\$457.32
23909	06/18/2025	PITNEY BOWES GLOBAL FINANCIAL	\$665.17
23910	06/18/2025	VERIZON WIRELESS	\$192.39
23911	06/27/2025	VISA	\$29,953.27
23912	06/27/2025	BLACK HILLS ENERGY	\$287.39
23913	06/27/2025	CITY OF BRIDGEPORT	\$326.47
DIRECT DEPOSIT			
2077	06/05/2025	GREAT PLAINS COMMUNICATIONS	\$1,408.83
2078	06/17/2025	CENTURYLINK	\$739.43
2079	06/17/2025	TOTALLY TOTS LLC	\$589.20
2080	06/17/2025	ANITA'S GREENSCAPING, INC	\$555.00
2081	06/17/2025	LAURA BARRETT	\$49.67
2082	06/17/2025	PAMELA BREZENSKI	\$128.24
2083	06/17/2025	JESSICA BRODERICK	\$50.00
2084	06/17/2025	CAPITAL BUSINESS	\$2,670.63
2085	06/17/2025	CAPITAL BUSINESS SYSTEMS	\$1,368.89
2086	06/17/2025	CARPENTER CENTER	\$5,200.00
2087	06/17/2025	CHUCK ELLEY PRESENTATIONS	\$1,370.00
2088	06/17/2025	DAS STATE ACCOUNTING - CENTRAL	\$567.87
2089	06/17/2025	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C.	\$129.25
2090	06/17/2025	FBG SERVICE CORPORATION	\$1,158.00
2091	06/17/2025	FIRST UNITED METHODIST CHURCH-GRACE GARDENS	\$200.00
2092	06/17/2025	SAMANTHA FISHER	\$1,345.00
2093	06/17/2025	TESSA FRAASS	\$648.90
2094	06/17/2025	MEGGIN FUNK	\$733.60
2095	06/17/2025	ANNA GAMBOA	\$2,950.00
2096	06/17/2025	KRYSTIE HOHNSTEIN	\$50.00
2097	06/17/2025	ROXANE HUMPHREY	\$384.28
2098	06/17/2025	IDEAL LINEN SUPPLY	\$555.94
2099	06/17/2025	IDEAL LINEN SUPPLY	\$85.15
2100	06/17/2025	IDEAL LINEN/BLUFFS	\$479.24
2101	06/17/2025	DENITA JULIUS	\$785.40
2102	06/17/2025	MEGAN LANTIS	\$350.00
2103	06/17/2025	LEGACY COOPERATIVE	\$4,302.10
2104	06/17/2025	KATHY WEBER	\$900.80
2105	06/17/2025	JENNIFER LOPEZ	\$239.40
2106	06/17/2025	LR4, LLC	\$600.00
2107	06/17/2025	NICOLE MURPHY	\$354.90
2108	06/17/2025	ONE SOURCE	\$519.00
2109	06/17/2025	NICOLE SARNIRAND	\$575.40
2110	06/17/2025	BETTY SCHUBAUER	\$771.54
2111	06/17/2025	SHERWIN-WILLIAMS CO	\$14.07
2112	06/17/2025	SIDNEY PUBLIC SCHOOLS	\$6,832.19
2113	06/17/2025	RUSSELL SMITH	\$2,100.00
2114	06/17/2025	MICHELLE WEIMER	\$5,956.00
2115	06/17/2025	STERLING COMPUTERS CORPORATION	\$5,705.24
2116	06/17/2025	DAWN TERRELL	\$320.26
2117	06/17/2025	TWO SMOKIN GRILLS	\$1,319.00

2118	6/17/2025	ANGELA LUPPEN	\$5,016.18
2119	6/18/2025	QUADIENT FINANCE USA, INC.	\$1,147.88
2120	6/18/2025	GREAT PLAINS COMMUNICATIONS	\$3,537.49
		TOTAL	\$1,346,930.42

CHECK REGISTER JULY 15, 2025

CHECK #	DATE	ENTITY NAME	AMOUNT
23914	07/02/2025	COBBLESTONE INN-REISSUE OF CHECK # 23464 FOR \$434.00	
23915	07/02/2025	THINKING COLLABORATIVE LLC-REISSUE OF CHECK # 23643 FOR \$35.00	
23916	07/02/2025	KIMBALL PUBLIC SCHOOLS-REISSUE OF CHECK #23734 FOR \$1,393.00	
23917	07/03/2025	ALLO COMMUNICATIONS	\$25,540.68
23918	07/03/2025	ALLO COMMUNICATIONS	\$550.49
23919	07/03/2025	CITY OF SCOTTSBLUFF	\$226.47
23920	07/03/2025	CITY OF SIDNEY	\$2,173.51
23921	07/03/2025	ED SERVICE UNIT NO 13	\$1,005,279.11
23922	07/03/2025	NEBRASKA PUBLIC POWER DISTRICT	\$1,063.34
23923	07/03/2025	NPPD	\$47.96
23924	07/03/2025	QUADIENT LEASING USA, INC.	\$597.42
23925	07/03/2025	VERIZON WIRELESS	\$525.70
23926	07/03/2025	VIAERO WIRELESS	\$185.58
23927	07/10/2025	VISA - SIDNEY	\$7,067.79
23928	07/15/2025	ACR PROPERTIES LLC	\$520.00
23929	07/15/2025	AESA	\$1,780.00
23930	07/15/2025	ALLIANCE PUBLIC SCHOOLS	\$600.00
23931	07/15/2025	AMANDA ANDERSON	\$1,010.80
23932	07/15/2025	BANNER COUNTY PUBLIC SCHOOLS	\$900.00
23933	07/15/2025	BAYARD PUBLIC SCHOOLS	\$1,950.00
23934	07/15/2025	BENZEL PEST CONTROL	\$168.00
23935	07/15/2025	BENZEL PEST CONTROL	\$269.50
23936	07/15/2025	BIG MACK HVAC	\$365.28
23937	07/15/2025	BLICK ART MATERIALS	\$19.43
23938	07/15/2025	BOMGAARS	\$58.25
23939	07/15/2025	BUMPER TO BUMPER BODY AND PAINT	\$500.00
23940	07/15/2025	JENNIFER BURGARD-QUARANTA	\$593.01
23941	07/15/2025	BURGER WERX	\$162.00
23942	07/15/2025	CASH-WA DISTRIBUTING	\$8,466.73
23943	07/15/2025	CHADRON PUBLIC SCHOOLS	\$3,535.93
23944	07/15/2025	CHRISTINE RIPPE	\$1,081.80
23945	07/15/2025	CITY OF SCOTTSBLUFF	\$425.99
23946	07/15/2025	COMFORT INN - KEARNEY	\$449.85
23947	07/15/2025	COMPLETE CARE FAMILY PRACTICE, LLC	\$303.00
23948	07/15/2025	CREEK VALLEY PUBLIC SCHOOLS	\$1,800.00
23949	07/15/2025	CULLIGAN OF SCOTTSBLUFF	\$17.00
23950	07/15/2025	DENNIS SUPPLY CO	\$78.72
23951	07/15/2025	DOCU-SHRED, LLC	\$75.00
23952	07/15/2025	ED SERVICE UNIT NO 16	\$25.00
23953	07/15/2025	ED SERVICE UNIT NO 6	\$7,394.32
23954	07/15/2025	HALEE EMERSON	\$315.00
23955	07/15/2025	ESU COORDINATE COUNCIL	\$10,000.00
23956	07/15/2025	ESU FOUNDATION	\$2,000.00
23957	07/15/2025	FRANK PARTS COMPANY	\$142.03
23958	07/15/2025	FRENCHMAN VALLEY COOP	\$379.48
23959	07/15/2025	GARDEN COUNTY PUBLIC SCHOOLS	\$700.00
23960	07/15/2025	GERING PUBLIC SCHOOLS	\$13,594.10
23961	07/15/2025	GORDON-RUSHVILLE PUBLIC SCHOOLS	\$1,800.00
23962	07/15/2025	CYNTHIA GUERUE	\$150.00
23963	07/15/2025	HAMPTON INN - KEARNEY	\$2,528.00
23964	07/15/2025	HAMPTON INN-LINCOLN AIRPORT	\$128.78
23965	07/15/2025	HAMPTON INN SOUTH - HERITAGE PARK	\$110.00
23966	07/15/2025	HAMPTON INN YORK	\$1,198.48
23967	07/15/2025	MARY HASCALL	\$7.88

23968	07/15/2025	HAY SPRINGS PUBLIC SCHOOLS	\$686.62
23969	07/15/2025	HEMINGFORD PUBLIC SCHOOLS	\$900.00
23970	07/15/2025	HOBBY LOBBY	\$30.37
23971	07/15/2025	HOLIDAY INN EXPRESS-HASTINGS	\$110.00
23972	07/15/2025	HOLIDAY INN EXPRESS-KEARNEY	\$734.80
23973	07/15/2025	HOME DEPOT CREDIT SERVICES	\$115.05
23974	07/15/2025	HULLINGER GLASS AND LOCKS	\$830.00
23975	07/15/2025	VOID - INNOVATIVE OFFICE SOLUTIONS, LLC FOR \$499.00	\$0.00
23976	07/15/2025	BLADE MILLER (IRONCLAD CONSTRUCTION)	\$7,200.00
23977	07/15/2025	JEO CONSULTING GROUP, INC.	\$3,600.00
23978	07/15/2025	CHRISTINA KILGORE	\$1,305.16
23979	07/15/2025	KIMBALL PUBLIC SCHOOLS	\$3,800.00
23980	07/15/2025	KSB SCHOOL LAW, PC LLO	\$1,250.00
23981	07/15/2025	JANICE LEE	\$1,710.00
23982	07/15/2025	DEBRA MASON	\$50.82
23983	07/15/2025	MBKEM ENTERPRISE LLC	\$336.62
23984	07/15/2025	MENARDS	\$824.54
23985	07/15/2025	MENARDS	\$920.95
23986	07/15/2025	MINATARE PUBLIC SCHOOLS	\$1,929.00
23987	07/15/2025	MOUNTAIN VISION PIZZA DBA DOMINO'S	\$134.86
23988	07/15/2025	NACIA-NEBRASKA ASSOCIATION OF CURRICULUM	\$40.00
23989	07/15/2025	NCS PEARSON, INC.	\$29,573.42
23990	07/15/2025	NASB	\$185.00
23991	07/15/2025	NE DEPT OF LABOR - UNEMPLOYMENT	\$4.40
23992	07/15/2025	NEBRASKA RURAL RADIO ASSOCIATION	\$175.00
23993	07/15/2025	NEBRASKA SAFETY CENTER	\$125.00
23994	07/15/2025	ANDREA NELSON	\$1,771.66
23995	07/15/2025	NMC EXCHANGE LLC	\$1,275.00
23996	07/15/2025	NORTHWEST PIPE FITTINGS	\$232.29
23997	07/15/2025	NPPD	\$2,720.12
23998	07/15/2025	NRCSA	\$850.00
23999	07/15/2025	OPTK NETWORKS	\$7,769.80
24000	07/15/2025	PERRY, GUTHERY, HAASE & GESSFORD, P.C.	\$2,100.00
24001	07/15/2025	PLATTE VALLEY CREAMERY	\$1,326.55
24002	07/15/2025	POTTER-DIX PUBLIC SCHOOLS	\$900.00
24003	07/15/2025	SUSAN PRESLER	\$2,500.00
24004	07/15/2025	PRINT EXPRESS OF SCOTTSBLUFF	\$45.99
24005	07/15/2025	PYRAMID SCHOOL PRODUCTS	\$98.55
24006	07/15/2025	QUADIENT LEASING USA, INC.	\$1,112.42
24007	07/15/2025	QUILL LLC	\$14.30
24008	07/15/2025	RAKA RENTALS	\$307.05
24009	07/15/2025	RAPID FIRE PROTECTION INC	\$1,455.00
24010	07/15/2025	REMIND101, INC.	\$2,695.50
24011	07/15/2025	THE ROCK PILE	\$1,608.80
24012	07/15/2025	LINDA ROTNESS	\$660.00
24013	07/15/2025	S & S WORLDWIDE	\$14.32
24014	07/15/2025	SANDBERG IMPLEMENT, INC	\$57.20
24015	07/15/2025	SAUDER'S AUTOMOTIVE	\$153.32
24016	07/15/2025	SCHOOLSPLP	\$13,350.00
24017	07/15/2025	SCOTTSBLUFF PUBLIC SCHOOLS	\$27,660.74
24018	07/15/2025	SKIPPER'S CUPBOARD, INC.	\$635.00
24019	07/15/2025	SOFTWARE UNLIMITED, INC.	\$14,730.00
24020	07/15/2025	SONNY'S SUPER FOODS/BRIDGEPORT	\$1,343.17
24021	07/15/2025	SPED STRATEGIES, LLC	\$8,000.00
24022	07/15/2025	STAPLES ADVANTAGE	\$1,019.68
24023	07/15/2025	TEAM CHEVROLET	\$462.42

24024	07/15/2025	TUMAINI DC, INC.	\$4,651.80
24025	07/15/2025	THE UNIVERSITY OF NEBRASKA - LINCOLN	\$3,281.00
24026	07/15/2025	WASH-IT LLC DBA HI PERFORMANCE CAR WASH	\$73.97
24027	07/15/2025	WASTE CONNECTIONS OF NEBRASKA, INC.	\$70.40
24028	07/15/2025	WESTERN COOPERATIVE COMPANY	\$150.78
24029	07/15/2025	WNCC, TREASURER	\$3,365.00
24030	07/25/2025	VISA	\$36,456.54
24031	07/18/2025	BLACK HILLS ENERGY	\$46.49
24032	07/18/2025	CITY OF SCOTTSBLUFF	\$457.32
24033	07/18/2025	VERIZON WIRELESS	\$192.37
24034	07/24/2025	BLACK HILLS ENERGY	\$167.65
24035	07/24/2025	CENTURYLINK COMMUNICATIONS	\$1,255.16
24036	07/24/2025	CENTURYLINK COMMUNICATIONS	\$262.03
24037	07/24/2025	CHARTER COMMUNICATIONS	\$1,575.00
24038	07/24/2025	CITY OF BRIDGEPORT	\$420.44
24039	07/24/2025	VERIZON WIRELESS	\$1,009.28
24040	07/24/2025	VIAERO WIRELESS	\$185.28
24041	07/31/2025	ALLO COMMUNICATIONS	\$4,798.95
24042	07/31/2025	ALLO COMMUNICATIONS	\$550.44
24043	07/31/2025	CITY OF BRIDGEPORT	\$414.36
24044	07/31/2025	CITY OF SCOTTSBLUFF	\$241.33
24045	07/31/2025	VERIZON WIRELESS	\$525.70
		DIRECT DEPOSIT	
2121	07/15/2025	AB CREATIVE INC.	\$72,935.02
2122	07/15/2025	CENTURYLINK	\$739.43
2123	07/15/2025	CRISIS PREVENTION INSTITUTE, INC.	\$200.00
2124	07/15/2025	TOTALLY TOTS, LLC	\$5,235.74
2125	07/15/2025	DEIRDRE AMUNDSEN	\$250.00
2126	07/15/2025	ANITA'S GREENSCAPING, INC	\$555.00
2127	07/15/2025	JESSICA BRODERICK	\$50.00
2128	07/15/2025	CAPITAL BUSINESS	\$2,502.38
2129	07/15/2025	CAPITAL BUSINESS SYSTEMS	\$898.18
2130	07/15/2025	CARPENTER CENTER	\$5,200.00
2131	07/15/2025	CHUCK ELLEY PRESENTATIONS	\$335.00
2132	07/15/2025	JADEN CRISWELL	\$210.00
2133	07/15/2025	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C.	\$94.00
2134	07/15/2025	FBG SERVICE CORPORATION	\$1,158.00
2135	07/15/2025	TESSA FRAASS	\$950.60
2136	07/15/2025	MEGGIN FUNK	\$917.00
2137	07/15/2025	GREAT PLAINS COMMUNICATIONS	\$1,408.83
2138	07/15/2025	ANNA GAMBOA	\$2,950.00
2139	07/15/2025	ELISE GURROLA	\$80.00
2140	07/15/2025	KRYSTIE HOHNSTEIN	\$50.00
2141	07/15/2025	ROXANE HUMPHREY	\$217.97
2142	07/15/2025	IDEAL LINEN SUPPLY	\$85.15
2143	07/15/2025	IDEAL LINEN/BLUFFS	\$1,849.95
2144	07/15/2025	IDEAL LINEN/BLUFFS	\$346.84
2145	07/15/2025	LYNNDEE JACOBSON	\$2,220.66
2146	07/15/2025	DENITA JULIUS	\$1,009.40
2147	07/15/2025	MEGAN LANTIS	\$277.20
2148	07/15/2025	LEGACY COOPERATIVE	\$3,227.58
2149	07/15/2025	LR4,LLC	\$600.00
2150	07/15/2025	RENEE MILLER	\$648.60
2151	07/15/2025	BOBBIE MOSEMAN	\$1,950.20
2152	07/15/2025	NICOLE MURPHY	\$444.50
2153	07/15/2025	ONE SOURCE	\$117.50

2154	07/15/2025	JENNIFER BAUMANN	\$676.40
2155	07/15/2025	SKYLAR POTTORFF	\$13.93
2156	07/15/2025	SAMANTHA RUST	\$1,016.00
2157	07/15/2025	BETTY SCHUBAUER	\$1,187.16
2158	07/15/2025	SHERWIN-WILLIAMS CO	\$292.07
2159	07/15/2025	SIDNEY PUBLIC SCHOOLS	\$900.00
2160	07/15/2025	RUSSELL SMITH	\$2,250.00
2161	07/15/2025	MICHELLE WEIMER	\$7,969.95
2162	07/15/2025	STERLING COMPUTERS CORPORATION	\$55,086.11
2163	07/15/2025	DAWN TERRELL	\$390.26
2164	07/15/2025	ALLISON TRAMP	\$81.20
2165	07/15/2025	ANGELA LUPPEN	\$3,825.22
2166	07/15/2025	WESTERN NEBRASKA PAPERS LEE	\$172.49
2167	07/24/2025	GREAT PLAINS COMMUNICATIONS	\$3,537.49
2168	07/31/2025	CENTURYLINK	\$739.43
		TOTAL	\$1,510,305.63

TREASURER'S REPORT

June 2025

GENERAL FUND: Platte Valley Bank		
Balance - May 31, 2025	\$1,302,894.59	
Revenue - June	\$1,616,540.94	
Checks/Direct Deposits - June	\$1,346,930.42	
HS Rent (\$2,835.00); HS Meal Reimbursement (\$6,452.60); HS Hotel refund (\$299.90); Indirect Costs: \$3,383.16; Interest (NLAF): \$15,257.19; HS Indirect Costs: \$54,484.59	-\$63,537.44	
Transfer funds from GF for investment	\$0.00	
Voided checks:	\$0.00	
BALANCE GENERAL FUND - June 30, 2025		\$1,508,967.67
PETTY CASH FUND (Scottsbluff site): Riverstone Bank		
Cash on hand - May 31, 2025	\$363.20	
Cash received - June	<u>\$136.80</u>	
Cash available - June	\$500.00	
Cash paid out - June	<u>\$0.00</u>	
Cash on hand - June 30, 2025	\$500.00	
TOTAL ACCOUNTED FOR IN PETTY CASH	\$500.00	
PETTY CASH FUND (Sidney site): Security First Bank		
Cash on Hand - May 31, 2025	\$300.00	
Cash received - June	<u>\$0.00</u>	
Cash available - June	\$300.00	
Cash paid out - June	<u>\$0.00</u>	
Cash on Hand - June 30, 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-Solera National Bank, Lakewood, CO	\$236,000.00	
CD-Tioga-Franklin Savings Bank, Philadelphia, PA	\$244,000.00	
CD-Maplemark Bank, Dallas, TX	\$237,000.00	
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-Mission National Bank, San Francisco, CA	\$239,000.00	
CD-First Capital Bank, Charleston, SC	\$226,000.00	
CD-Cornerstone Bank, Nebraska, York, NE	\$234,000.00	
CD-First Priority Bank, Pryor, OK	\$230,000.00	
CD-Farmers & Merchants Union Bank, Columbus, WI	\$234,000.00	
CD-American Commercial Bank & Trust, Ottawa, IL	\$200,000.00	

NLAF General Fund	\$869,570.04	
Security First Bank (Sidney): CD# 10050664	\$173,785.58	
BALANCE GENERAL FUND INVESTMENTS - June 30, 2025		\$4,879,726.75
COUNTY FUNDS - June 30, 2025 (Figures not yet available)		\$0.00
TOTAL FUNDS AVAILABLE GENERAL FUND - June 30, 2025		\$6,388,694.42
PAYROLL CHECKING: Platte Valley Bank		
Balance - May 31, 2025	\$7,283.61	
Deposits (includes Interest) - June	\$1,000,600.57	
Expense - (Includes transfer of Interest to General Fund) - June	\$1,000,600.57	
BALANCE PAYROLL CHECKING - June 30, 2025		\$7,283.61
SECTION 125 FUND		
Balance - May 31, 2025	\$8,094.01	
Deposits - June	\$4,282.23	
Payments - June	<u>\$7,325.51</u>	
BALANCE SECTION 125 FUND, First National Bank of Omaha	\$5,050.73	
Balance at BanCorp for Benecards	\$2,317.00	
TOTAL BALANCE OF FUNDS FOR SECTION 125 - June 30, 2025	\$7,367.73	
TOTAL FUNDS AVAILABLE PAYROLL FUND - June 30, 2025		\$7,283.61
REVENUE SOURCES	THIS MONTH	YEAR TO DATE
Property Taxes	\$150,456.79	\$2,116,324.47
School Contacts	\$525,555.51	\$4,460,331.86
Professional Learning	\$6,069.02	\$85,237.91
Production	\$5.15	\$40.95
State/Federal Sources	\$721,083.00	\$6,914,722.49
Interest on Investments	\$16,083.71	\$84,899.26
Core Services/Technology Infrastructure	\$93,871.03	\$938,710.30
Insurance Adjustments/Other Non-Revenue Receipts	\$103,416.73	\$1,211,664.03
TOTAL	\$1,616,540.94	\$15,811,931.27

TREASURER'S REPORT

July 2025

GENERAL FUND: Platte Valley Bank		
Balance - June 30, 2025	\$1,508,967.67	
Revenue - July	\$1,285,456.80	
Checks/ACH Payments - July	\$1,510,305.63	
HS Rent (\$2,835.00); HS NEAECY refund (\$592.55); HS NCSA Refund (\$123.00); Indirect Costs: \$9,104.48; Interest (NLAF): \$14,709.25	-\$20,263.18	
Transfer of Funds for CD Purchase	\$0.00	
Voided checks: Tumaini DC, Inc dated 6/17/25	\$4,651.80	
BALANCE GENERAL FUND - July 31, 2025		\$1,268,507.46
PETTY CASH FUND (Scottsbluff site): Riverstone Bank		
Cash on hand - June 30, 2025	\$500.00	
Cash received - July	<u>\$0.00</u>	
Cash available - July	\$500.00	
Cash paid out - July	<u>\$25.00</u>	
Cash on hand - July 31, 2025	\$475.00	
TOTAL ACCOUNTED FOR IN PETTY CASH	\$500.00	
PETTY CASH FUND (Sidney site): Security First Bank		
Cash on Hand - June 30, 2025	\$300.00	
Cash received - July	<u>\$0.00</u>	
Cash available - July	\$300.00	
Cash paid out - July	<u>\$0.00</u>	
Cash on Hand - July 31, 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-Tioga-Franklin Savings Bank, Philadelphia, PA	\$244,000.00	
CD-Maplemark Bank, Dallas, TX	\$237,000.00	
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-Bank of China, New York, NY	\$241,000.00	
CD-Gbank, Las Vegas, NV	\$242,000.00	
CD-Flagstar Bank, Fsb, Troy, MI	\$234,000.00	
CD-Mission National Bank, San Francisco, CA	\$239,000.00	
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-Farmers & Merchants Union Bank, Columbus, WI	\$234,000.00	
CD-Financial Federal Savings Bank, Memphis, TN	\$235,000.00	

CD-American Commercial Bank & Trust, Ottawa, IL	\$200,000.00	
NLAF General Fund	\$401,213.05	
Security First Bank (Sidney): CD# 10050664	\$173,785.58	
BALANCE GENERAL FUND INVESTMENTS - July 31, 2025		\$4,893,369.76
COUNTY FUNDS - July 31, 2025 (Figures not yet available)		\$0.00
TOTAL FUNDS AVAILABLE GENERAL FUND - July 31, 2025		\$6,161,877.22
PAYROLL CHECKING: Platte Valley Bank		
Balance - June 30, 2025	\$7,283.61	
Deposits (includes Interest) - July	\$1,005,340.88	
Expense - (Includes transfer of Interest to General Fund) - July	\$1,005,340.88	
BALANCE PAYROLL CHECKING - July 31, 2025		\$7,283.61
SECTION 125 FUND		
Balance - June 30, 2025	\$5,050.73	
Deposits - July	\$3,454.17	
Payments - July	<u>\$1,651.74</u>	
BALANCE SECTION 125 FUND, First National Bank of Omaha	\$6,853.16	
Balance at BanCorp for Benecards	\$2,500.00	
TOTAL BALANCE OF FUNDS FOR SECTION 125 - July 31, 2025	\$9,353.16	
TOTAL FUNDS AVAILABLE PAYROLL FUND - July 31, 2025		\$7,283.61
REVENUE SOURCES	THIS MONTH	YEAR TO DATE
Property Taxes	\$28,097.40	\$2,144,421.87
School Contacts	\$472,662.48	\$4,932,994.34
Professional Learning	\$1,319.20	\$86,557.11
Production	\$2.25	\$43.20
State/Federal Sources	\$669,405.86	\$7,584,128.35
Interest on Investments	\$15,519.87	\$100,419.13
Core Services/Technology Infrastructure	\$0.00	\$938,710.30
Insurance Adjustments/Other Non-Revenue Receipts	\$98,449.74	\$1,310,113.77
TOTAL	\$1,285,456.80	\$17,097,388.07

FUND BALANCE: June 30, 2025	
Board Meeting: August 19, 2025	
	GENERAL FUND
Total Fund Balance, 9/1/2024	\$4,468,260.15
Revenue YTD	\$15,811,931.27
County Treasurers' Balances	\$0.00
Available Funds	\$20,280,191.42
Expenses YTD include June adjustments: HS Rent (\$2,835.00); HS Meal Reimbursement (\$6,452.60); HS Hotel Refund (\$299.90); Indirect Costs: \$57,867.75	\$13,891,497.00
TOTAL FUND BALANCE June 30, 2025	\$6,388,694.42
General Fund Checking	\$1,508,967.67
County Treasurers' Balances	\$0.00
Money Market Checking (FNBO)	\$343,371.13
Certificates of Deposit	\$4,536,355.62
TOTAL FUND BALANCE June 30, 2025	\$6,388,694.42

FUND BALANCE: July 31, 2025	
Board Meeting: August 19, 2025	
	GENERAL FUND
Total Fund Balance, 9/1/2024	\$4,468,260.15
Revenue YTD	\$17,097,388.07
County Treasurers' Balances	\$0.00
Available Funds	\$21,565,648.22
Expenses YTD include July adjustments: HS Rent (\$2,835.00); HS NEAEYC Refund (\$592.55); HS NCSA Refund (\$123.00); Voided Check (\$4,651.80); Indirect Costs: \$9,104.48; Investment Fee: \$1,066.24	\$15,403,771.00
TOTAL FUND BALANCE July 31, 2025	\$6,161,877.22
General Fund Checking	\$1,268,507.46
County Treasurers' Balances	\$0.00
Money Market Checking (FNBO)	\$343,371.13
Certificates of Deposit	\$4,549,998.63
TOTAL FUND BALANCE July 31, 2025	\$6,161,877.22

Board of Education Summary

June 2025

Function #	Sub Account	Program	Adopted Budget	Expended During June 2025	YTD Total for 2024-2025
1100	1100	VALTS	341,100	22,674.51	246,475.79
1100	1110	NEVA - NE ED VIRTUAL ACADEMY	181,813	14,575.93	138,975.93
1190	3544	SIXPENGE CCP GERING SEPT 24-JUNE 25	440,834	53,769.13	427,754.12
1190	3545	SIXPENGE CCP GERING JULY-AUG 2025	88,166	0.00	0.00
1200	1212	TRANSITION PROGRAM	66,299	4,599.47	53,881.59
1200	1232	MERIDIAN	1,019,432	65,178.73	754,441.86
1200	1234	LIFELINK	295,563	22,961.04	265,075.20
1296	1217	EARLY CHILDHOOD EDUCATOR	124,829	9,555.37	96,013.28
2120	1241	SUPERVISION	229,197	29,431.04	175,788.79
2120	2160	IOP	6,723	0.00	0.00
2131	2131	Health Services	2,000	0.00	912.73
2141	2140	PSYCHOLOGICAL SERVICES SCHOOL AGE	954,277	74,574.68	825,638.09
2146	2140	PSYCHOLOGICAL SERVICES BELOW AGE 5	37,671	2,837.10	34,034.64
2151	1216	SPEECH/LANGUAGE PROGRAM SCHOOL AGE	630,469	62,736.06	513,790.45
2156	1216	SPEECH/LANGUAGE PROGRAM BELOW AGE 5	248,436	17,278.75	188,393.46
2151	1218	DEAF EDUCATION SCHOOL AGE	131,627	9,310.41	107,855.09
2156	1218	DEAF EDUCATION BELOW AGE 5	48,497	3,499.27	38,630.21
2161	1214	OCCUPATIONAL THERAPY SCHOOL AGE	115,931	7,519.98	81,172.76
2166	1214	OCCUPATIONAL THERAPY BELOW AGE 5	30,817	1,998.97	23,255.94
2171	1215	PHYSICAL THERAPY SCHOOL AGE	44,000	4,355.65	36,115.83
2176	1215	PHYSICAL THERAPY BELOW AGE 5	13,000	1,621.86	10,636.22
2181	1211	PROGRAM FOR VISUALLY IMPAIRED SCHOOL AGE	121,382	5,955.30	101,915.58
2186	1211	PROGRAM FOR VISUALLY IMPAIRED BELOW AGE 5	34,235	1,644.34	29,089.26
2190	1232	MERIDIAN ACTIVITY ACCOUNT	0	85.35	3,921.05
2190	1234	LIFELINK ACTIVITY ACCOUNT	0	405.59	482.33
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	1,451.25	16,199.75
2213	1970	STAFF TRAINING FLOW THROUGH	2,500	0.02	0.00
2213	2192	ASD TRAININGS	15,970	0.00	2,045.90
2213	2200	Literacy Project	0	0.00	56,792.18
2213	3551	CORE Professional Learning	1,117,049	101,972.37	855,476.97
2290	2230	SCHOOL SPECIAL EDUCATION INSERVICE	22,554	1,134.17	11,424.94
2310	2310	BOARD OF EDUCATION	137,409	5,292.24	122,404.65
2320	2320	EXECUTIVE ADMINISTRATION	241,366	14,148.32	189,592.21
2320	2321	ADMINISTRATION - SATELLITE OFFICES	76,146	5,864.32	79,440.95
2510	2508	GRANT ADMINISTRATION	501,000	23,031.59	379,589.33
2510	2510	GENERAL BUSINESS	154,738	9,203.67	119,917.31
2520	2223	PURCHASING, WAREHOUSING AND DIST.	24,143	1,651.12	19,686.32
2560	2560	Public Information	66,731	6,588.73	54,015.68
2570	2570	PERSONNEL SERVICES	39,226	2,453.36	37,447.87
2580	2226	DL INTERLOCAL SCHOOL CONSORTIUM	163,170	11,854.25	119,674.75
2580	2227	DL EQUIPMENT REPLACEMENT	252,126	3,195.58	15,887.08
2580	2228	E-RATE CONSORTIUM	279,209	27,292.87	237,807.30
2580	2231	SCHOOL TECHNOLOGY INSERVICE (SRS)	45,696	36,820.00	42,820.00
2590	2509	CENTRAL SUPPORT	123,613	44,859.08	112,278.07
2590	5614	Staff Fund	1,483	175.00	786.58
2590	5617	Vending Machine	800	152.56	1,251.37
2610	2610	OPERATION OF SCOTTSBLUFF BUILDING	133,000	3,401.17	104,044.29
2610	2611	OPERATION OF SIDNEY BUILDING	52,000	3,831.36	47,347.07
2610	2612	OPERATION OF HATC BUILDING	45,143	0.00	35,550.59
2620	2620	MAINTENANCE OF FACILITY	247,440	12,147.74	193,678.74
2630	2610	OPERATION OF SCOTTSBLUFF BUILDING	14,500	861.94	11,953.81
2650	2525	UNIT TRANSPORTATION	56,078	9,348.44	31,342.03
2670	2125	ELLEY PRESENTATION CONSORTIUM	32,125	1,370.00	13,979.04
2712	2760	SCHOOL AGE TRANSPORTATION	11,297	2,335.05	10,472.48
3100	2190	LUNCH PROGRAM	29,782	1,265.00	20,198.72
3300	2191	PELC TRAININGS	18,309	1,776.74	15,277.20
3300	2194	ELC Coach Consultant Trainings	1,500	1,700.03	1,700.03
3300	2210	PANHANDLE PARTNERSHIP Systems of Care	4,000	318.31	3,192.24
3400	3400	ROOTED IN RELATIONS SEPT 24-JUNE 25	117,394	6,990.66	71,492.80
3400	3401	ROOTED IN RELATIONSHIP JULY-AUG 2025	23,479	0.00	0.00
3400	3402	PANHANDLE BEGINNINGS DAY SCHOOL	739,766	52,748.00	532,449.87
3400	3403	United Healthcare Transition Grant	9,203	0.00	1,619.00
3400	3404	Healthy Snacks For Schools Funds	3,689	0.00	0.00
3400	6915	FAFSA NE Completion Grant	0	0.00	171.96
3512	0000	DL INCENTIVES	0	2,530.39	25,321.30

Function #	Sub Account	Program	Adopted Budget	Expended During June 2025	YTD Total for 2024-2025
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	27,201.44	283,704.28
3599	3552	CORE TECHNOLOGY	516,543	51,551.91	407,175.90
3599	3553	EIHFT	136,483	9,323.53	83,014.22
3599	3900	NDE SCHOOL MENTAL HEALTH GRANT	221,237	9,406.18	102,028.90
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	2,736.00
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	(38,061.95)	123,615.37
5000	2515	TECH CENTER-WNCC LEASE PURCHASE	59,375	0.00	59,375.00
6415	4401	EC MTSS IMPLEMENT FACILITATE 23-24	0	0.00	2,339.98
6415	4403	ELC Coach Consultant June-August 2025	34,500	188.45	1,315.15
6415	4404	ELC Coach Consultant Sept 2024-May 2025	138,000	11,011.14	109,726.23
6415	4414	NeMTSS Regional Grant 2023-2024	46,426	0.00	3,423.53
6415	4415	NeMTSS Regional Grant 2024-2025	162,000	11,497.17	115,955.67
6415	4520	Teacher Retention Grant 2023-2024	47,264	0.00	4,395.59
6415	4521	Teacher Retention Grant 2024-2025	125,378	24,610.98	111,509.35
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	15,466.97	157,215.75
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	1,718.56	17,468.49
6416	4905	SPED PRT #13 2023-2024	14,533	0.00	10,525.18
6416	4906	SPED PRT #13 2024-2025	22,000	522.57	11,070.07
6416	4907	SPED PRT #14 2023-2024	10,444	0.00	7,488.16
6416	4908	SPED PRT #14 2024-2025	15,250	537.42	10,186.21
6417	4830	WEST REGION TRANSITION August 2025	10,053	0.00	0.00
6417	4832	WEST REG TRANSITION Sept 24-July 25	120,640	8,530.70	93,009.57
6418	4980	PEAK PROJECT Sept. 2024-July 2025	144,945	2,047.01	50,387.17
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 24-MAY 25	168,727	11,608.46	142,302.16
6700	4705	CARL PERKINS 2024-2025	105,641	11,871.14	77,252.07
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	35,749.80	315,391.50
6925	4925	TITLE III LEP 2023-2024	54,773	0.00	43,813.74
6925	4927	TITLE III LEP 2024-2025	45,417	11,831.65	29,987.69
6926	4928	Title III Immigrant Education	2,500	0.00	0.00
6940	4941	HEAD START APRIL-AUGUST 2025	683,947	168,984.14	330,542.81
6940	4943	EARLY HEAD START APRIL-AUGUST 2025	569,119	143,341.07	286,085.94
6940	4944	HEAD START SEPT 2024-MARCH 2025	1,378,501	27,557.90	1,338,471.35
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	15,448.73	1,311,921.64
6940	4948	HEAD START T&TA SEPT. 2024-MARCH 2025	14,389	822.40	15,640.95
6940	4949	EARLY HS T&TA SEPT 2024-MAR 2025	14,133	(822.40)	18,120.24
6940	4956	Head Start One Time Funds	154,651	3,402.39	112,421.00
6945	4802	FEDERAL NUTRITION PROGRAMS	135,308	6,000.94	76,356.98
6969	4966	TITLE IV PART A ESEA/ESSA SEPT 2024	103,883	180.00	7,646.68
6969	4967	TITLE IV PART A OCT 2024-AUG 2025	110,000	6,749.01	61,457.60
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	2,599.50	26,644.45
6990	4999	FEDERAL FUNDED GRANTS	800,000	0.00	0.00
TOTAL			22,108,964	1,395,210.67	13,891,497.00

10 of 12 month are complete

The budget should be at 83%. Without grants the budget is at 83%.

Board of Education Summary

July 2025

Function #	Sub Account	Program	Adopted Budget	Expended During July 2025	YTD Total for 2024-2025
1100	1100	VALTS	341,100	46,972.26	293,448.05
1100	1110	NEVA - NE ED VIRTUAL ACADEMY	181,813	14,357.70	153,333.63
1190	3544	SIXPENCE CCP GERING SEPT 24-JUNE 25	440,834	45,069.35	472,823.47
1190	3545	SIXPENCE CCP GERING JULY-AUG 2025	88,166	248.45	248.45
1200	1212	TRANSITION PROGRAM	66,299	6,227.64	60,109.23
1200	1232	MERIDIAN	1,019,432	136,519.88	890,961.74
1200	1234	LIFELINK	295,563	22,711.89	287,787.09
1296	1217	EARLY CHILDHOOD EDUCATOR	124,829	11,202.20	107,215.48
2120	1241	SUPERVISION	229,197	17,302.19	193,090.98
2120	2160	IOP	6,723	0.00	0.00
2131	2131	Health Services	2,000	(610.78)	301.95
2141	2140	PSYCHOLOGICAL SERVICES SCHOOL AGE	954,277	110,316.74	935,954.83
2146	2140	PSYCHOLOGICAL SERVICES BELOW AGE 5	37,671	4,402.08	38,436.72
2151	1216	SPEECH/LANGUAGE PROGRAM SCHOOL AGE	630,469	58,187.80	571,978.25
2156	1216	SPEECH/LANGUAGE PROGRAM BELOW AGE 5	248,436	22,570.71	210,964.17
2151	1218	DEAF EDUCATION SCHOOL AGE	131,627	11,244.27	119,099.36
2156	1218	DEAF EDUCATION BELOW AGE 5	48,497	4,141.64	42,771.85
2161	1214	OCCUPATIONAL THERAPY SCHOOL AGE	115,931	13,558.67	94,731.43
2166	1214	OCCUPATIONAL THERAPY BELOW AGE 5	30,817	2,251.10	25,507.04
2171	1215	PHYSICAL THERAPY SCHOOL AGE	44,000	4,501.50	40,617.33
2176	1215	PHYSICAL THERAPY BELOW AGE 5	13,000	3,468.45	14,104.67
2181	1211	PROGRAM FOR VISUALLY IMPAIRED SCHOOL AGE	121,382	9,523.12	111,438.70
2186	1211	PROGRAM FOR VISUALLY IMPAIRED BELOW AGE 5	34,235	2,771.93	31,861.19
2190	1232	MERIDIAN ACTIVITY ACCOUNT	0	0.00	3,921.05
2190	1234	LIFELINK ACTIVITY ACCOUNT	0	0.00	482.33
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	1,565.52	17,765.27
2213	1970	STAFF TRAINING FLOW THROUGH	2,500	0.00	0.00
2213	2192	ASD TRAININGS	15,970	613.34	2,659.24
2213	2200	Literacy Project	0	12,583.75	69,375.93
2213	3551	CORE Professional Learning	1,117,049	81,533.12	937,010.09
2290	2230	SCHOOL SPECIAL EDUCATION INSERVICE	22,554	3,744.76	15,169.70
2310	2310	BOARD OF EDUCATION	137,409	10,721.97	133,126.62
2320	2320	EXECUTIVE ADMINISTRATION	241,366	23,956.44	213,548.65
2320	2321	ADMINISTRATION - SATELLITE OFFICES	76,146	7,349.31	86,790.26
2510	2508	GRANT ADMINISTRATION	501,000	18,879.13	398,468.46
2510	2510	GENERAL BUSINESS	154,738	24,793.47	144,710.78
2520	2223	PURCHASING, WAREHOUSING AND DIST.	24,143	380.22	20,066.54
2560	2560	Public Information	66,731	4,703.48	58,719.16
2570	2570	PERSONNEL SERVICES	39,226	2,684.19	40,132.06
2580	2226	DL INTERLOCAL SCHOOL CONSORTIUM	163,170	12,423.94	132,098.69
2580	2227	DL EQUIPMENT REPLACEMENT	252,126	7,744.75	23,631.83
2580	2228	E-RATE CONSORTIUM	279,209	52,613.15	290,420.45
2580	2231	SCHOOL TECHNOLOGY INSERVICE (SRS)	45,696	0.00	42,820.00
2590	2509	CENTRAL SUPPORT	123,613	13,795.84	126,073.91
2590	5614	Staff Fund	1,483	(41.32)	745.26
2590	5615	Sidney Vending	0	135.83	135.83
2590	5617	SB Vending	800	0.00	1,251.37
2610	2610	OPERATION OF SCOTTSBLUFF BUILDING	133,000	3,499.26	107,543.55
2610	2611	OPERATION OF SIDNEY BUILDING	52,000	3,331.51	50,678.58
2610	2612	OPERATION OF HATC BUILDING	45,143	0.00	35,550.59
2620	2620	MAINTENANCE OF FACILITY	247,440	15,836.92	209,515.66
2630	2610	CARE AND UPKEEP OF GROUNDS	14,500	1,491.44	13,445.25
2650	2525	UNIT TRANSPORTATION	56,078	(14,917.60)	16,424.43
2670	2125	ELLEY PRESENTATION CONSORTIUM	32,125	335.00	14,314.04
2712	2760	SCHOOL AGE TRANSPORTATION	11,297	508.81	10,981.29
3100	2190	LUNCH PROGRAM (MERIDIAN/LIFELINK/PAN. BEG.)	29,782	0.00	20,198.72
3300	2191	PELC TRAININGS	18,309	0.00	15,277.20
3300	2194	ELC Coach Consultant Trainings	1,500	214.63	1,914.66
3300	2210	PANHANDLE PARTNERSHIP Systems of Care	4,000	313.66	3,505.90
3400	3400	ROOTED IN RELATIONS SEPT 24-JUNE 25	117,394	7,251.80	78,744.60
3400	3401	ROOTED IN RELATIONSHIP JULY-AUG 2025	23,479	15.00	15.00
3400	3402	PANHANDLE BEGINNINGS DAY SCHOOL 24	739,766	47,339.81	579,789.68
3400	3403	United Healthcare Transition Grant	9,203	278.34	1,897.34
3400	3404	Healthy Snacks For Schools Funds	3,689	0.00	0.00
3400	6915	FAFSA NE Completion Grant	0	0.00	171.96

Function #	Sub Account	Program	Adopted Budget	Expended During July 2025	YTD Total for 2024-2025
3512	0000	DL INCENTIVES	0	2,491.88	27,813.18
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	28,735.66	312,439.94
3599	3552	CORE TECHNOLOGY	516,543	33,234.35	440,410.25
3599	3553	EIHFT	136,483	8,059.00	91,073.22
3599	3900	NDE SCHOOL MENTAL HEALTH GRANT	221,237	9,183.40	111,212.30
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	(976.00)	1,760.00
3599	3910	TRANSITION SUMMER PROGRAM 2025-VR	14,000	10,720.87	10,720.87
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	3,600.00	127,215.37
5000	2515	TECH CENTER-WNCC LEASE PURCHASE	59,375	0.00	59,375.00
6415	4401	EC MTSS IMPLEMENT FACILITATE 23-24	0	0.00	2,339.98
6415	4403	ELC Coach Consultant June-August 2025	34,500	14,562.11	15,877.26
6415	4404	ELC Coach Consultant Sept 2024-May 2025	138,000	128.78	109,855.01
6415	4414	NeMTSS Regional Grant 2023-2024	46,426	0.00	3,423.53
6415	4415	NeMTSS Regional Grant 2024-2025	162,000	13,033.20	128,988.87
6415	4520	Teacher Retention Grant 2023-2024	47,264	0.00	4,395.59
6415	4521	Teacher Retention Grant 2024-2025	125,378	15,187.67	126,697.02
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	17,697.31	174,913.06
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	1,966.38	19,434.87
6416	4905	SPED PRT #13 2023-2024	14,533	0.00	10,525.18
6416	4906	SPED PRT #13 2024-2025	22,000	6,346.52	17,416.59
6416	4907	SPED PRT #14 2023-2024	10,444	0.00	7,488.16
6416	4908	SPED PRT #14 2024-2025	15,250	963.49	11,149.70
6417	4830	WEST REGION TRANSITION August 2025	10,053	0.00	0.00
6417	4832	WEST REG TRANSITION Sept 24-July 25	120,640	10,463.45	103,473.02
6418	4980	PEAK PROJECT Sept. 2024-July 2025	144,945	57,178.90	107,566.07
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	14,762.39	16,627.03
6690	4942	EARLY LRNG CONNECT SEPT 24-MAY 25	168,727	0.00	142,302.16
6700	4705	CARL PERKINS 2024-2025	105,641	12,335.93	89,588.00
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-OCT 2024-AUG 2025	677,676	35,660.45	351,051.95
6925	4925	TITLE III LEP 2023-2024	54,773	0.00	43,813.74
6925	4927	TITLE III LEP 2024-2025	45,417	462.54	30,450.23
6926	4928	Title III Immigrant Education	2,500	0.00	0.00
6940	4941	HEAD START APRIL-AUGUST 2025	683,947	111,456.63	441,999.44
6940	4943	EARLY HEAD START APRIL-AUGUST 2025	569,119	142,483.35	428,569.29
6940	4944	HEAD START SEPT 2024-MARCH 2025	1,378,501	0.00	1,338,471.35
6940	4945	HEAD START T&TA APRIL-AUGUST 2025	8,977	3,084.56	3,084.56
6940	4946	EARLY HEAD START T&TA APRIL-AUG 2025	7,785	4.90	4.90
6940	4947	EARLY HS SEPT 2024-MARCH 2025	1,130,210	0.00	1,311,921.64
6940	4948	HEAD START T&TA SEPT. 2024-MARCH 2025	14,389	0.00	15,640.95
6940	4949	EARLY HS T&TA SEPT 2024-MAR 2025	14,133	0.00	18,120.24
6940	4956	Head Start One Time Funds	154,651	0.00	112,421.00
6945	4802	FEDERAL NUTRITION PROGRAMS	135,308	12,405.59	88,762.57
6945	4803	FEDERAL NUTRITION PROGRAMS	0	32.84	32.84
6969	4966	TITLE IV PART A ESEA/ESSA SEPT 2024	103,883	90.00	7,736.68
6969	4967	TITLE IV PART A OCT 2024-AUG 2025	110,000	6,649.16	68,106.76
6990	3500	TCMO for EARLY DEVELOPMENT NETWORK ARPA	0	1,200.00	1,200.00
6990	3558	USDA Rural Utility Grant	1,148,778	43,886.90	43,886.90
6990	3901	Stronger Connections	100,000	0.00	0.00
6990	4455	NEBMAC	200,000	2,563.53	29,207.98
6990	4999	FEDERAL FUNDED GRANTS	800,000	0.00	0.00
TOTAL			22,108,964	1,512,274.00	15,403,771.00

11 of 12 months are complete

The budget should be at 92%. Without grants the budget is at 92%.

Board of Education Summary

August 2025

Function #	Sub Account	Program	Adopted Budget	Expended During August 2025	YTD Total for 2024-2025
1100	1100	VALTS	341,100	8,551.95	302,000.00
1100	1110	NEVA - NE ED VIRTUAL ACADEMY	181,813	17,500.44	170,834.07
1190	3544	SIXPENCE CCP GERING SEPT 24-JUNE 25	440,834	7,447.51	480,270.98
1190	3545	SIXPENCE CCP GERING JULY-AUG 2025	88,166	27,405.73	27,654.18
1200	1212	TRANSITION PROGRAM	66,299	4,791.46	64,900.69
1200	1232	MERIDIAN	1,019,432	55,443.49	946,405.23
1200	1234	LIFELINK	295,563	22,526.58	310,283.30
1296	1217	EARLY CHILDHOOD EDUCATOR	124,829	9,399.21	116,614.69
2120	1241	SUPERVISION	229,197	18,766.91	211,857.89
2120	2160	IOP	6,723	1.48	1.48
2131	2131	Health Services	2,000	0.00	301.95
2141	2140	PSYCHOLOGICAL SERVICES SCHOOL AGE	954,277	83,703.13	1,019,657.96
2146	2140	PSYCHOLOGICAL SERVICES BELOW AGE 5	37,671	5,352.29	43,789.01
2151	1216	SPEECH/LANGUAGE PROGRAM SCHOOL AGE	630,469	51,966.12	623,944.37
2156	1216	SPEECH/LANGUAGE PROGRAM BELOW AGE 5	248,436	19,188.08	230,152.25
2151	1218	DEAF EDUCATION SCHOOL AGE	131,627	10,534.63	129,633.99
2156	1218	DEAF EDUCATION BELOW AGE 5	48,497	3,943.20	46,715.05
2161	1214	OCCUPATIONAL THERAPY SCHOOL AGE	115,931	10,119.35	104,850.78
2166	1214	OCCUPATIONAL THERAPY BELOW AGE 5	30,817	2,149.54	27,656.58
2171	1215	PHYSICAL THERAPY SCHOOL AGE	44,000	176.50	40,793.83
2176	1215	PHYSICAL THERAPY BELOW AGE 5	13,000	3,196.25	17,300.92
2181	1211	PROGRAM FOR VISUALLY IMPAIRED SCHOOL AGE	121,382	8,079.89	119,518.59
2186	1211	PROGRAM FOR VISUALLY IMPAIRED BELOW AGE 5	34,235	2,160.16	34,021.35
2190	1232	MERIDIAN ACTIVITY ACCOUNT	0	(112.35)	3,808.70
2190	1234	LIFELINK ACTIVITY ACCOUNT	0	112.35	625.05
2190	2501	HS/EHS NON GRANT EXPENDITURES	12,348	0.00	24.99
2190	2502	BUFFINGTON MEM HS SCHOLARSHIP	2,870	0.00	0.00
2190	2550	MEDICAID IN PUBLIC SCHOOLS	22,440	1,416.08	19,181.35
2213	1970	STAFF TRAINING FLOW THROUGH	2,500	0.00	0.00
2213	2192	ASD TRAININGS	15,970	0.00	2,659.24
2213	2200	Literacy Project	0	425.88	69,801.81
2213	3551	CORE Professional Learning	1,117,049	78,365.68	1,015,375.77
2290	2230	SCHOOL SPECIAL EDUCATION INSERVICE	22,554	1,117.25	16,286.95
2310	2310	BOARD OF EDUCATION	137,409	5,655.15	138,781.77
2320	2320	EXECUTIVE ADMINISTRATION	241,366	21,300.92	234,849.57
2320	2321	ADMINISTRATION - SATELLITE OFFICES	76,146	6,107.48	92,897.74
2510	2508	GRANT ADMINISTRATION	501,000	21,178.35	419,646.81
2510	2510	GENERAL BUSINESS	154,738	9,369.43	154,080.21
2520	2223	PURCHASING, WAREHOUSING AND DIST.	24,143	379.56	20,446.10
2560	2560	Public Information	66,731	5,194.32	63,913.48
2570	2570	PERSONNEL SERVICES	39,226	2,487.95	42,620.01
2580	2226	DL INTERLOCAL SCHOOL CONSORTIUM	163,170	12,562.18	144,660.87
2580	2227	DL EQUIPMENT REPLACEMENT	252,126	62.20	23,694.03
2580	2228	E-RATE CONSORTIUM	279,209	14,673.54	305,093.99
2580	2231	SCHOOL TECHNOLOGY INSERVICE (SRS)	45,696	0.00	42,820.00
2590	2509	CENTRAL SUPPORT	123,613	6,148.24	132,222.15
2590	5614	Staff Fund	1,483	(155.00)	590.26
2590	5615	Sidney Vending	0	0.00	135.83
2590	5617	SB Vending	800	173.74	1,425.11
2610	2610	OPERATION OF SCOTTSBLUFF BUILDING	133,000	4,745.05	112,288.60
2610	2611	OPERATION OF SIDNEY BUILDING	52,000	2,451.21	53,129.79
2610	2612	OPERATION OF HATC BUILDING	45,143	26,937.58	62,488.17
2620	2620	MAINTENANCE OF FACILITY	247,440	12,258.17	221,773.83
2630	2610	CARE AND UPKEEP OF GROUNDS	14,500	1,125.51	14,570.76
2650	2525	UNIT TRANSPORTATION	56,078	421.07	16,845.50
2670	2125	ELLEY PRESENTATION CONSORTIUM	32,125	0.00	14,314.04
2712	2760	SCHOOL AGE TRANSPORTATION	11,297	508.81	11,490.10
3100	2190	LUNCH PROGRAM (MERIDIAN/LIFELINK/PAN. BEG.)	29,782	0.00	20,198.72
3300	2191	PELC TRAININGS	18,309	156.91	15,434.11
3300	2194	ELC Coach Consultant Trainings	1,500	42.99	1,957.65
3300	2210	PANHANDLE PARTNERSHIP Systems of Care	4,000	494.10	4,000.00
3400	3400	ROOTED IN RELATIONS SEPT 24-JUNE 25	117,394	3,545.85	82,290.45
3400	3401	ROOTED IN RELATIONSHIP JULY-AUG 2025	23,479	6,593.04	6,608.04
3400	3402	PANHANDLE BEGINNINGS DAY SCHOOL	739,766	50,144.86	629,934.54
3400	3403	United Healthcare Transition Grant	9,203	2,102.66	4,000.00
3400	3404	Healthy Snacks For Schools Funds	3,689	0.00	0.00

Function #	Sub Account	Program	Adopted Budget	Expended During August 2025	YTD Total for 2024-2025
3400	6915	FAFSA NE Completion Grant	0	0.00	171.96
3512	0000	DL INCENTIVES	0	13,962.82	41,776.00
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	42,128.81	354,568.75
3599	3552	CORE TECHNOLOGY	516,543	44,713.99	485,124.24
3599	3553	EIHFT	136,483	(906.36)	90,166.86
3599	3900	NDE SCHOOL MENTAL HEALTH GRANT	221,237	9,183.43	120,395.73
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	259.82	2,019.82
3599	3910	TRANSITION SUMMER PROGRAM 2025-VR	14,000	1,631.40	12,352.27
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	43,260.00	170,475.37
5000	2515	TECH CENTER-WNCC LEASE PURCHASE	59,375	0.00	59,375.00
6415	4401	EC MTSS IMPLEMENT FACILITATE 23-24	0	0.00	2,339.98
6415	4403	ELC Coach Consultant June-August 2025	34,500	7,939.25	23,816.51
6415	4404	ELC Coach Consultant Sept 2024-May 2025	138,000	0.00	109,855.01
6415	4414	NeMTSS Regional Grant 2023-2024	46,426	0.00	3,423.53
6415	4415	NeMTSS Regional Grant 2024-2025	162,000	12,527.90	141,516.77
6415	4520	Teacher Retention Grant 2023-2024	47,264	0.00	4,395.59
6415	4521	Teacher Retention Grant 2024-2025	125,378	9,747.09	136,444.11
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	13,854.21	188,767.27
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	1,539.37	20,974.24
6416	4905	SPED PRT #13 2023-2024	14,533	0.00	10,525.18
6416	4906	SPED PRT #13 2024-2025	22,000	4,558.54	21,975.13
6416	4907	SPED PRT #14 2023-2024	10,444	0.00	7,488.16
6416	4908	SPED PRT #14 2024-2025	15,250	4,093.92	15,243.62
6417	4830	WEST REGION TRANSITION August 2025	10,053	0.00	0.00
6417	4832	WEST REG TRANSITION Sept 24-July 25	120,640	7,822.34	111,295.36
6418	4980	PEAK PROJECT Sept. 2024-July 2025	144,945	2,721.24	110,287.31
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	14,198.03	30,825.06
6690	4942	EARLY LRNG CONNECT SEPT 24-MAY 25	168,727	1,541.52	143,843.68
6700	4705	CARL PERKINS 2024-2025	105,641	5,324.20	94,912.20
6700	4706	CARL PERKINS 2023-2024	35,216	0.00	(227.76)
6915	4915	TITLE I, PART C-MIGRANT ED SEPT. 2024	853,651	122.00	139,532.95
6915	4916	TITLE I, PART C-OCT 2024-AUG 2025	677,676	31,879.31	382,931.26
6925	4925	TITLE III LEP 2023-2024	54,773	0.00	43,813.74
6925	4927	TITLE III LEP 2024-2025	45,417	0.00	30,450.23
6926	4928	Title III Immigrant Education	2,500	0.00	0.00
6940	4941	HEAD START APRIL-AUGUST 2025	683,947	114,313.78	556,313.22
6940	4943	EARLY HEAD START APRIL-AUGUST 2025	569,119	141,344.08	569,913.37
6940	4944	HEAD START SEPT 2024-MARCH 2025	1,378,501	0.00	1,338,471.35
6940	4945	HEAD START T&TA APRIL-AUGUST 2025	8,977	465.28	3,549.84
6940	4946	EARLY HEAD START T&TA APRIL-AUG 2025	7,785	203.33	208.23
6940	4947	EARLY HS SEPT 2024-MARCH 2025	1,130,210	0.00	1,311,921.64
6940	4948	HEAD START T&TA SEPT. 2024-MARCH 2025	14,389	0.00	15,640.95
6940	4949	EARLY HS T&TA SEPT 2024-MAR 2025	14,133	0.00	18,120.24
6940	4956	Head Start One Time Funds	154,651	0.00	112,421.00
6945	4802	FEDERAL NUTRITION PROGRAMS	135,308	(4,168.04)	84,594.53
6945	4803	FEDERAL NUTRITION PROGRAMS	0	12,146.84	12,179.68
6969	4966	TITLE IV PART A ESEA/ESSA SEPT 2024	103,883	90.00	7,826.68
6969	4967	TITLE IV PART A OCT 2024-AUG 2025	110,000	6,649.16	74,755.92
6990	3500	TCMO for EARLY DEVELOPMENT NETWORK ARPA	0	0.00	1,200.00
6990	3558	USDA Rural Utility Grant	1,148,778	0.00	43,886.90
6990	3901	Stronger Connections	100,000	0.00	0.00
6990	4455	NEBMAC	200,000	2,498.85	31,706.83
6990	4999	FEDERAL FUNDED GRANTS	800,000	0.00	0.00
TOTAL			22,108,964	1,216,040.77	16,619,811.77
12 of 12 months are complete					
The budget should be at 100%. Without grants the budget is at 93%.					

CHECK LISTING JULY 15, 2025

CHECK #	DATE	ENTITY NAME	DESCRIPTION	Amount
23906	06/18/2025	CENTURYLINK COMMUNICATIONS	TELECOMMUNICATION	1,257.95
23907	06/18/2025	Charter Communications	TELECOMMUNICATION	48.98
23908	06/18/2025	CITY OF SCOTTSBLUFF	UTILITIES	457.32
23909	06/18/2025	PITNEY BOWES GLOBAL FINANCIAL	POSTAGE	665.17
23910	06/18/2025	VERIZON WIRELESS	TELECOMMUNICATION	192.39
23911	06/27/2025	VISA	MULTIPLE EXPENSES	29,953.27
23912	06/27/2025	BLACK HILLS ENERGY	UTILITIES	287.39
23913	06/27/2025	CITY OF BRIDGEPORT	UTILITIES	326.47
23914	07/02/2025	COBBELSTONE INN	Reissue Ck 23464 - \$434.00	
23915	07/02/2025	THINKING COLLABORATIVE LLC	Reissue Ck 23643 - \$35.00	
23916	07/02/2025	KIMBALL PUBLIC SCHOOLS	Reissue Ck 23734 - \$1,393.00	
23917	07/03/2025	Allo Communications	TELECOMMUNICATION	25,540.68
23918	07/03/2025	ALLO COMMUNICATIONS	TELECOMMUNICATION	550.49
23919	07/03/2025	CITY OF SCOTTSBLUFF	UTILITIES	226.47
23920	07/03/2025	CITY OF SIDNEY	UTILITIES	2,173.51
23921	07/03/2025	ED SERVICE UNIT NO 13	PAYROLL	1,005,279.11
23922	07/03/2025	NEBRASKA PUBLIC POWER DISTRICT	UTILITIES	1,063.34
23923	07/03/2025	NPPD	UTILITIES	47.96
23924	07/03/2025	Quadient Leasing USA, Inc.	POSTAGE	597.42
23925	07/03/2025	VERIZON WIRELESS	TELECOMMUNICATION	525.70
23926	07/03/2025	VIAERO WIRELESS	TELECOMMUNICATION	185.58
23927	07/10/2025	VISA - Sidney	MULTIPLE EXPENSES	7,067.79
23928	07/15/2025	ACR Properties LLC	RENT RPAD	520.00
23929	07/15/2025	AESA	CONFERENCE REGISTRATON	1,780.00
23930	07/15/2025	ALLIANCE PUBLIC SCHOOLS	LITERACY GRANT REIMBURSE	600.00
23931	07/15/2025	Amanda Anderson	MILEAGE REIMBURSE	1,010.80
23932	07/15/2025	BANNER COUNTY PUBLIC SCHOOLS	PERKINS	900.00
23933	07/15/2025	BAYARD PUBLIC SCHOOLS	LITERACY GRANT/PEAK REIMBURSE	1,950.00
23934	07/15/2025	BENZEL PEST CONTROL	PROFESSIONAL SERVICES	168.00
23935	07/15/2025	BENZEL PEST CONTROL	PROFESSIONAL SERVICES	269.50
23936	07/15/2025	BIG MACK HVAC	PROFESSIONAL SERVICES	365.28
23937	07/15/2025	BLICK ART MATERIALS	SUPPLIES	19.43
23938	07/15/2025	BOMGAARS	SUPPLIES	58.25
23939	07/15/2025	BUMPER TO BUMPER BODY AND PAINT	PROFESSIONAL SERVICES	500.00
23940	07/15/2025	Jennifer Burgard-Quaranta	REIMBURSEMENT	593.01
23941	07/15/2025	Burger Werx	PROFESSIONAL SERVICES	162.00
23942	07/15/2025	CASH-WA DISTRIBUTING	HS SUPPLIES	8,466.73
23943	07/15/2025	CHADRON PUBLIC SCHOOLS	PERKINS	3,535.93
23944	07/15/2025	Christine Rippe	SIXPENCE REIMBURSEMENT	1,081.80
23945	07/15/2025	CITY OF SCOTTSBLUFF	UTILITIES	425.99
23946	07/15/2025	COMFORT INN - KEARNEY	LODGING	449.85
23947	07/15/2025	COMPLETE CARE FAMILY PRACTICE, LLC	PROFESSIONAL SERVICES	303.00
23948	07/15/2025	CREEK VALLEY PUBLIC SCHOOLS	PERKINS	1,800.00
23949	07/15/2025	CULLIGAN OF SCOTTSBLUFF	SUPPLIES	17.00
23950	07/15/2025	DENNIS SUPPLY CO	SUPPLIES	78.72
23951	07/15/2025	DOCU-SHRED, LLC	PROFESSIONAL SERVICES	75.00
23952	07/15/2025	ED SERVICE UNIT NO 16	PROFESSIONAL SERVICES	25.00
23953	07/15/2025	ED SERVICE UNIT NO 6	PROFESSIONAL SERVICES	7,394.32
23954	07/15/2025	Halee Emerson	MILEAGE REIMBURSE	315.00
23955	07/15/2025	ESU COORDINATE COUNCIL	PROFESSIONAL SERVICES	10,000.00
23956	07/15/2025	ESU Foundation	CREEK VALLEY DONATION	2,000.00
23957	07/15/2025	FRANK PARTS COMPANY	SUPPLIES	142.03
23958	07/15/2025	FRENCHMAN VALLEY COOP	FUEL	379.48
23959	07/15/2025	GARDEN COUNTY PUBLIC SCHOOLS	PERKINS	700.00
23960	07/15/2025	GERING PUBLIC SCHOOLS	PEAK REIMBURSE	13,594.10
23961	07/15/2025	GORDON-RUSHVILLE PUBLIC SCHOOLS	PERKINS	1,800.00
23962	07/15/2025	CYNTHIA GUERUE	PROFESSIONAL SERVICES	150.00

23963	07/15/2025	HAMPTON INN - KEARNEY	LODGING	2,528.00
23964	07/15/2025	Hampton Inn - Lincoln Airport	LODGING	128.78
23965	07/15/2025	HAMPTON INN SOUTH - HERITAGE PARK	LODGING	110.00
23966	07/15/2025	HAMPTON INN YORK	LODGING	1,198.48
23967	07/15/2025	MARY HASCALL	REIMBURSEMENT	7.88
23968	07/15/2025	Hay Springs Public Schools	PEAK REIMBURSE	686.62
23969	07/15/2025	HEMINGFORD PUBLIC SCHOOLS	PERKINS	900.00
23970	07/15/2025	HOBBY LOBBY	SUPPLIES	30.37
23971	07/15/2025	HOLIDAY INN EXPRESS-HASTINGS	LODGING	110.00
23972	07/15/2025	HOLIDAY INN EXPRESS-KEARNEY	LODGING	734.80
23973	07/15/2025	HOME DEPOT CREDIT SERVICES	SUPPLIES	115.05
23974	07/15/2025	HULLINGER GLASS AND LOCKS	PROFESSIONAL SERVICES	830.00
23975	07/15/2025	INNOVATIVE OFFICE SOLUTIONS, LLC	SUPPLIES	499.00
23976	07/15/2025	Blade Miller (IRONCLAD CONSTRUCTION)	MERIDIAN PLAYGROUND	7,200.00
23977	07/15/2025	JEO Consulting Group, Inc.	PROFESSIONAL SERVICES	3,600.00
23978	07/15/2025	Christina Kilgore	PROFESSIONAL SERVICES	1,305.16
23979	07/15/2025	KIMBALL PUBLIC SCHOOLS	LITERACY GRANT/PEAK REIMBURSE	3,800.00
23980	07/15/2025	KSB SCHOOL LAW, PC LLO	PROFESSIONAL SERVICES	1,250.00
23981	07/15/2025	Janice Lee	PROFESSIONAL SERVICES	1,710.00
23982	07/15/2025	DEBRA MASON	MILEAGE REIMBURSE	50.82
23983	07/15/2025	MBKEM Enterprise LLC	PROFESSIONAL SERVICES	336.62
23984	07/15/2025	MENARDS	SUPPLIES	824.54
23985	07/15/2025	Menards	SUPPLIES	920.95
23986	07/15/2025	MINATARE PUBLIC SCHOOLS	LITERACY GRANT/PEAK REIMBURSE	1,929.00
23987	07/15/2025	MOUNTAIN VISION PIZZA dba DOMINO'S	PROFESSIONAL SERVICES	134.86
23988	07/15/2025	NACIA- Nebraska Association of Curriculum,	PROFESSIONAL SERVICES	40.00
23989	07/15/2025	NCS PEARSON, INC.	SUPPLIES	29,573.42
23990	07/15/2025	NASB	CONFERENCE REGISTSRATION	185.00
23991	07/15/2025	Ne Dept of Labor - Unemployment	INTEREST ON FILING	4.40
23992	07/15/2025	Nebraska Rural Radio Association	PROFESSIONAL SERVICES	175.00
23993	07/15/2025	NEBRASKA SAFETY CENTER	PROFESSIONAL SERVICES	125.00
23994	07/15/2025	Andrea Nelson	PROFESSIONAL SERVICES	1,771.66
23995	07/15/2025	NMC EXCHANGE LLC	PROFESSIONAL SERVICES	1,275.00
23996	07/15/2025	NORTHWEST PIPE FITTINGS	PROFESSIONAL SERVICES	232.29
23997	07/15/2025	NPPD	UTILITIES	2,720.12
23998	07/15/2025	NRCSA	ANNUAL DUES	850.00
23999	07/15/2025	OPTK Networks	TELECOMMUNICATION	7,769.80
24000	07/15/2025	PERRY, GUTHERY, HAASE & GESSFORD, P.C.	PROFESSIONAL SERVICES	2,100.00
24001	07/15/2025	PLATTE VALLEY CREAMERY	HS SUPPLIES	1,326.55
24002	07/15/2025	POTTER-DIX PUBLIC SCHOOLS	PERKINS	900.00
24003	07/15/2025	SUSAN PRESLER	PROFESSIONAL SERVICES	2,500.00
24004	07/15/2025	PRINT EXPRESS OF SCOTTSBLUFF	PROFESSIONAL SERVICES	45.99
24005	07/15/2025	PYRAMID SCHOOL PRODUCTS	SUPPLIES	98.55
24006	07/15/2025	Quadient Leasing USA, Inc.	POSTAGE	1,112.42
24007	07/15/2025	Quill LLC	SUPPLIES	14.30
24008	07/15/2025	Raka Rentals	PROFESSIONAL SERVICES	307.05
24009	07/15/2025	Rapid Fire Protection INC	PROFESSIONAL SERVICES	1,455.00
24010	07/15/2025	Remind101, Inc.	HS ANNUAL RENEWAL	2,695.50
24011	07/15/2025	THE ROCK PILE	MERIDIAN PLAYGROUND	1,608.80
24012	07/15/2025	Linda Rotness	PROFESSIONAL SERVICES	660.00
24013	07/15/2025	S & S WORLDWIDE	SUPPLIES	14.32
24014	07/15/2025	SANDBERG IMPLEMENT, INC	SUPPLIES	57.20
24015	07/15/2025	Sauder's Automotive	SUPPLIES	153.32
24016	07/15/2025	SchoolsPLP	ANNUAL RENEWAL	13,350.00
24017	07/15/2025	SCOTTSBLUFF PUBLIC SCHOOLS	PEAK REIMBURSE	27,660.74
24018	07/15/2025	Skipper's Cupboard Inc	SUPPLIES	635.00
24019	07/15/2025	SOFTWARE UNLIMITED, INC.	ANNUAL RENEWAL	14,730.00
24020	07/15/2025	SONNY'S SUPER FOODS/BRIDGEPORT	HS SUPPLIES	1,343.17
24021	07/15/2025	Sped Strategies LLC	PROFESSIONAL SERVICES	8,000.00
24022	07/15/2025	STAPLES ADVANTAGE	SUPPLIES	1,019.68

24023	07/15/2025	TEAM CHEVROLET	PROFESSIONAL SERVICES	462.42
24024	07/15/2025	Tumaini DC, Inc	PROFESSIONAL SERVICES	4,651.80
24025	07/15/2025	THE UNIVERSITY OF NEBRASKA - LINCOLN	UNL RENT	3,281.00
24026	07/15/2025	Wash-It LLC DBA Hi Performance Car Wash	PROFESSIONAL SERVICES	73.97
24027	07/15/2025	Waste Connections of Nebraska, Inc	UTILITIES	70.40
24028	07/15/2025	WESTERN COOPERATIVE COMPANY	SUPPLIES	150.78
24029	07/15/2025	WNCC, Treasurer	CDC HS RENT	3,365.00
Direct Deposit				
2119	06/18/2025	Quadient Finance USA, Inc.	POSTAGE	1,147.88
2120	06/18/2025	GREAT PLAINS COMMUNICATIONS	TELECOMMUNICATION	3,537.49
2121	07/15/2025	AB Creative Inc	MERIDIAN PLAYGROUND	72,935.02
2122	07/15/2025	CENTURYLINK	TELECOMMUNICATION	739.43
2123	07/15/2025	Crisis Prevention Institute, INC	PROFESSIONAL SERVICES	200.00
2124	07/15/2025	Totally Tots LLC	SIXPENCE REIMBURSEMENT	5,235.74
2125	07/15/2025	Deirdre Amundsen	CELL REIMBURSE	250.00
2126	07/15/2025	ANITA'S GREENSCAPING, INC	PROFESSIONAL SERVICES	555.00
2127	07/15/2025	Jessica Broderick	CELL REIMBURSE	50.00
2128	07/15/2025	CAPITAL BUSINESS	SUPPLIES	2,502.38
2129	07/15/2025	CAPITAL BUSINESS SYSTEMS	SUPPLIES	898.18
2130	07/15/2025	Carpenter Center	PANHANDLE BEGINNINGS RENT	5,200.00
2131	07/15/2025	CHUCK ELLEY PRESENTATIONS	PROFESSIONAL SERVICES	335.00
2132	07/15/2025	Jaden Criswell	MILEAGE REIMBURSE	210.00
2133	07/15/2025	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C.	PROFESSIONAL SERVICES	94.00
2134	07/15/2025	FBG SERVICE CORPORATION	PROFESSIONAL SERVICES	1,158.00
2135	07/15/2025	Tessa Fraass	MILEAGE REIMBURSE	950.60
2136	07/15/2025	Meggin Funk	MILEAGE REIMBURSE	917.00
2137	07/15/2025	GREAT PLAINS COMMUNICATIONS	TELECOMMUNICATION	1,408.83
2138	07/15/2025	Anna Gamboa	PROFESSIONAL SERVICES	2,950.00
2139	07/15/2025	ELISE GURROLA	REIMBURSEMENT	80.00
2140	07/15/2025	Krystie Hohnstein	CELL REIMBURSE	50.00
2141	07/15/2025	Roxane Humphrey	MILEAGE REIMBURSE	217.97
2142	07/15/2025	IDEAL LINEN SUPPLY	SUPPLIES	85.15
2143	07/15/2025	Ideal Linen/Bluffs	SUPPLIES	1,849.95
2144	07/15/2025	Ideal Linen/Bluffs	SUPPLIES	346.84
2145	07/15/2025	Lynndee Jacobson	MILEAGE REIMBURSE	2,220.66
2146	07/15/2025	Denita Julius	MILEAGE REIMBURSE	1,009.40
2147	07/15/2025	Megan Lantis	MILEAGE REIMBURSE	277.20
2148	07/15/2025	LEGACY COOPERATIVE	FUEL	3,227.58
2149	07/15/2025	LR4, LLC	HS BRIDGEPORT RENT	600.00
2150	07/15/2025	Renee Miller	MILEAGE REIMBURSE	648.60
2151	07/15/2025	Bobbie Moseman	MILEAGE REIMBURSE	1,950.20
2152	07/15/2025	Nicole Murphy	MILEAGE REIMBURSE	444.50
2153	07/15/2025	ONE SOURCE	PROFESSIONAL SERVICES	117.50
2154	07/15/2025	JENNIFER BAUMANN	PROFESSIONAL SERVICES	676.40
2155	07/15/2025	Skylar Pottorff	REIMBURSEMENT	13.93
2156	07/15/2025	Samantha Rust	MILEAGE REIMBURSE	1,016.00
2157	07/15/2025	Betty Schubauer	MILEAGE REIMBURSE	1,187.16
2158	07/15/2025	SHERWIN-WILLIAMS CO	SUPPLIES	292.07
2159	07/15/2025	SIDNEY PUBLIC SCHOOLS	PERKINS	900.00
2160	07/15/2025	RUSSELL SMITH	ELC RENT	2,250.00
2161	07/15/2025	MICHELLE WEIMER	PROFESSIONAL SERVICES	7,969.95
2162	07/15/2025	Sterling Computers Corporation	SUPPLIES	55,086.11
2163	07/15/2025	Dawn Terrell	MILEAGE REIMBURSE	390.26
2164	07/15/2025	Allison Tramp	MILEAGE REIMBURSE	81.20
2165	07/15/2025	Angela Luppen	MILEAGE REIMBURSE	3,825.22
2166	07/15/2025	WESTERN NEBRASKA PAPERS LEE	PROFESSIONAL SERVICES	172.49
				<u>1,495,843.68</u>

CHECK LISTING AUGUST 19, 2025

<u>Check #</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>DESCRIPTION</u>	<u>Amount</u>
24030	07/25/2025	VISA	MULTIPLE EXPENSES	36,456.54
24031	07/18/2025	BLACK HILLS ENERGY	UTILITIES	46.49
24032	07/18/2025	CITY OF SCOTTSBLUFF	UTILITIES	457.32
24033	07/18/2025	VERIZON WIRELESS	TELECOMMUNICATION	192.37
24034	07/24/2025	BLACK HILLS ENERGY	UTILITIES	167.65
24035	07/24/2025	CENTURYLINK COMMUNICATIONS	TELECOMMUNICATION	1,255.16
24036	07/24/2025	CENTURYLINK COMMUNICATIONS	TELECOMMUNICATION	262.03
24037	07/24/2025	Charter Communications	TELECOMMUNICATION	1,575.00
24038	07/24/2025	CITY OF BRIDGEPORT	UTILITIES	420.44
24039	07/24/2025	VERIZON WIRELESS	TELECOMMUNICATION	1,009.28
24040	07/24/2025	VIAERO WIRELESS	TELECOMMUNICATION	185.28
24041	07/31/2025	Allo Communications	TELECOMMUNICATION	4,798.95
24042	07/31/2025	ALLO COMMUNICATIONS	TELECOMMUNICATION	550.44
24043	07/31/2025	CITY OF SCOTTSBLUFF	UTILITIES	414.36
24044	07/31/2025	CITY OF SCOTTSBLUFF	UTILITIES	241.33
24045	07/31/2025	VERIZON WIRELESS	TELECOMMUNICATION	525.70
24046	08/19/2025	VISA	MULTIPLE EXPENSES	19,621.97
24047	08/08/2025	VISA	MULTIPLE EXPENSES	417.45
24048	08/05/2025	Allo Communications	TELECOMMUNICATION	822.16
24049	08/05/2025	ED SERVICE UNIT NO 13	PAYROLL	955,066.24
24050	08/11/2025	CITY OF SIDNEY	UTILITIES	2,183.88
24051	08/11/2025	NEBRASKA PUBLIC POWER DISTRICT	UTILITIES	1,747.94
24052	08/11/2025	NPPD	UTILITIES	3,069.56
24053	08/11/2025	VERIZON WIRELESS	TELECOMMUNICATION	1,176.95
24054	08/11/2025	VERIZON WIRELESS	TELECOMMUNICATION	197.56
24055	08/19/2025	20/20 Technologies LLC	SUPPLIES	1,587.00
24056	08/19/2025	21st Century Equipment	SUPPLIES	13.71
24057	08/19/2025	ACR Properties LLC	RENT RPAD	520.00
24058	08/19/2025	AESA	CONFERENCE REGISTRATION	525.00
24059	08/19/2025	AUTOZONE, INC	SUPPLIES	21.50
24060	08/19/2025	Sue Bainter	PROFESSIONAL SERVICES	300.00
24061	08/19/2025	BENZEL PEST CONTROL	PROFESSIONAL SERVICES	88.00
24062	08/19/2025	BENZEL PEST CONTROL	PROFESSIONAL SERVICES	104.50
24063	08/19/2025	BIG MACK HVAC	PROFESSIONAL SERVICES	120.00
24064	08/19/2025	BLACK HILLS ENERGY	UTILITIES	121.23
24065	08/19/2025	CASH-WA DISTRIBUTING	HS SUPPLIES	8,511.77
24066	08/19/2025	CENTURYLINK COMMUNICATIONS	TELECOMMUNICATION	262.03
24067	08/19/2025	CITY OF SCOTTSBLUFF	UTILITIES	1,554.26
24068	08/19/2025	CITY OF SCOTTSBLUFF	UTILITIES	545.29
24069	08/19/2025	Column Software, PBC (Star Herald Notices)	PROFESSIONAL SERVICES	10.91
24070	08/19/2025	COMPLETE CARE FAMILY PRACTICE, LLC	PROFESSIONAL SERVICES	101.00
24071	08/19/2025	COUNCIL FOR EXCEPTIONAL CHILDREN	MEMBERSHIP FEES	199.00
24072	08/19/2025	CREEK VALLEY PUBLIC SCHOOLS	PEAK REIMBURSEMENT	990.00
24073	08/19/2025	Crowne Plaza-Kearney	LODGING	358.20
24074	08/19/2025	CULLIGAN OF SCOTTSBLUFF	PROFESSIONAL SERVICES	17.00
24075	08/19/2025	D. MARTIN-ESU #13	PETTY CASH	25.00
24076	08/19/2025	Deborah Delaney	SUPPLIES	653.98
24077	08/19/2025	Halee Emerson	MILEAGE REIMBURSEMENT	189.00
24078	08/19/2025	ESU COORDINATE COUNCIL	PROFESSIONAL SERVICES	3,307.36
24079	08/19/2025	FAIRFIELD INN BY MARRIOTT	LODGING	110.00
24080	08/19/2025	FRENCHMAN VALLEY COOP	FUEL	271.93
24081	08/19/2025	HAMPTON INN - KEARNEY	LODGING	4,434.70
24082	08/19/2025	Hilton Garden Inn Lincoln Downtown	LODGING	375.00
24083	08/19/2025	Holiday Inn Express & Suites Scottsbluff	LODGING	110.00
24084	08/19/2025	Holiday Inn Express North Platte	LODGING	220.00
24085	08/19/2025	HX3 HANDYMAN SERVICE LLC	PROFESSIONAL SERVICES	174.80
24086	08/19/2025	INNOVATIVE OFFICE SOLUTIONS, LLC	SUPPLIES	344.87
24087	08/19/2025	Blade Miller - Ironclad Construction	PROFESSIONAL SERVICES	VOID 62,400.00
24088	08/19/2025	JESSIE JAMES	PROFESSIONAL SERVICES	700.00
24089	08/19/2025	Jaymar Business Forms Inc.	SUPPLIES	300.56
24090	08/19/2025	JEO Consulting Group, Inc.	PROFESSIONAL SERVICES	2,700.00
24091	08/19/2025	Koke's Auto Farm Truck	PROFESSIONAL SERVICES	24.98
24092	08/19/2025	Logoz L.L.C.	PROFESSIONAL SERVICES	173.00
24093	08/19/2025	Menards	SUPPLIES	334.34
24094	08/19/2025	JEFFERY STEELE - MIGHT DUCTS	PROFESSIONAL SERVICES	650.00
24095	08/19/2025	MOUNTAIN VISION PIZZA dba DOMINO'S	PROFESSIONAL SERVICES	123.75
24096	08/19/2025	National School Public Relations Association	MEMBERSHIP FEES	90.00
24097	08/19/2025	NEBRASKA COUNCIL OF SCHOOL	PROFESSIONAL SERVICES	126.00

24098	08/19/2025	Nebraska Department of Health and Human	REFUND - OVERPAYMENT	17,407.26
24099	08/19/2025	Nebraska Rural Radio Association	PROFESSIONAL SERVICES	175.00
24100	08/19/2025	NEBRASKA SAFETY CENTER	PROFESSIONAL SERVICES	250.00
24101	08/19/2025	NIOBRARA LODGE	LODGING	110.00
24102	08/19/2025	NMC EXCHANGE LLC	PROFESSIONAL SERVICES	195.00
24103	08/19/2025	NPPD	UTILITIES	75.58
24104	08/19/2025	OPTK Networks	TELECOMMUNICATION	7,769.80
24105	08/19/2025	PANH GEOTECHNICAL & ENVIRONMENTA	PROFESSIONAL SERVICES	640.00
24106	08/19/2025	PERRY, GUTHERY, HAASE & GESSFORD,	PROFESSIONAL SERVICES	478.80
24107	08/19/2025	Platte River Glass	PROFESSIONAL SERVICES	876.00
24108	08/19/2025	PLATTE VALLEY CREAMERY	HS SUPPLIES	1,069.00
24109	08/19/2025	PYRAMID SCHOOL PRODUCTS	SUPPLIES	1,572.64
24110	08/19/2025	Quill LLC	SUPPLIES	7.47
24111	08/19/2025	Rapid Fire Protection INC	PROFESSIONAL SERVICES	1,644.00
24112	08/19/2025	REGIONAL WEST MEDICAL CENTER	PROFESSIONAL SERVICES	43.15
24113	08/19/2025	Riverside Insights	SUPPLIES	1,344.64
24114	08/19/2025	THE ROCK PILE	MERIDIAN PLAYGROUND	557.93
24115	08/19/2025	ROTARY CLUB OF SB-GERING	MEMBERSHIP FEES	560.00
24116	08/19/2025	SANDBERG IMPLEMENT, INC	SUPPLIES	354.52
24117	08/19/2025	Sauder's Automotive	SUPPLIES	100.74
24118	08/19/2025	SCHOOL SPECIALTY	SUPPLIES	602.10
24119	08/19/2025	Scottsbluff Screenprinting & Emb. LLC	SUPPLIES	399.00
24120	08/19/2025	SIDNEY SUN-TELEGRAPH	PROFESSIONAL SERVICES	16.23
24121	08/19/2025	SLP Toolkit, LLC	SUBSCRIPTION	1,125.00
24122	08/19/2025	Sodexo, Inc & Affiliates	PROFESSIONAL SERVICES	840.00
24123	08/19/2025	SONNY'S SUPER FOODS/BRIDGEPORT	HS SUPPLIES	1,267.94
24124	08/19/2025	STAPLES ADVANTAGE	SUPPLIES	2,521.11
24125	08/19/2025	STAYBRIDGE SUITES LINCOLN-NORTHEA	LODGING	440.00
24126	08/19/2025	SysCloud	SUBSCRIPTION	1,440.00
24127	08/19/2025	TEAM CHEVROLET	PROFESSIONAL SERVICES	229.88
24128	08/19/2025	THE UNIVERSITY OF NEBRASKA - LINCOLN	UNL RENT	3,042.00
24129	08/19/2025	University of NE-Lincoln - NE 4-H	TITLE IC - SUMMER CAMP TUITION	2,125.00
24130	08/19/2025	Wash-It LLC DBA Hi Performance Car Wash	PROFESSIONAL SERVICES	56.26
24131	08/19/2025	Waste Connections of Nebraska, Inc	PROFESSIONAL SERVICES	97.78
24132	08/19/2025	WESTERN NEBRASKA COMMUNITY COLLEGE	PROFESSIONAL SERVICES	1,631.40
24133	08/19/2025	WNCC, Treasurer	CDC HS RENT	3,365.00
24134	08/19/2025	Blade Miller - Ironclad Construction	PROFESSIONAL SERVICES	40,560.00

DIRECT DEPOSIT

2167	07/24/2025	GREAT PLAINS COMMUNICATIONS	TELECOMMUNICATION	3,537.49
2168	07/31/2025	CENTURYLINK	TELECOMMUNICATION	739.43
2169	08/11/2025	GREAT PLAINS COMMUNICATIONS	TELECOMMUNICATION	1,408.83
2170	08/19/2025	SmartWAVE Technologies	SUBSCRIPTION	9,380.00
2171	08/19/2025	Today's One Room School House	SUBSCRIPTION	9,365.10
2172	08/19/2025	Brock Manley - 308 PLUMBING	PROFESSIONAL SERVICES	155.00
2173	08/19/2025	Deirdre Amundsen	CELL REIMBURSEMENT	50.00
2174	08/19/2025	Amanda Anderson	MILEAGE REIMBURSEMENT	360.51
2175	08/19/2025	ANITA'S GREENSCAPING, INC	PROFESSIONAL SERVICES	555.00
2176	08/19/2025	Laura Barrett	CELL REIMBURSEMENT	50.00
2177	08/19/2025	Jessica Broderick	CELL REIMBURSEMENT	50.00
2178	08/19/2025	Mary Brumage	MILEAGE REIMBURSEMENT	219.80
2179	08/19/2025	CAPITAL BUSINESS	SUPPLIES	2,502.38
2180	08/19/2025	CAPITAL BUSINESS SYSTEMS	SUPPLIES	666.68
2181	08/19/2025	Carpenter Center	PANHANDLE BEGINNINGS RENT	5,200.00
2182	08/19/2025	Katherine Carrizales	CELL REIMBURSEMENT	600.00
2183	08/19/2025	CHILDPLUS SOFTWARE	SUBSCRIPTION	9,724.00
2184	08/19/2025	CP West Rental Co, LLC	PROFESSIONAL SERVICES	451.21
2185	08/19/2025	Jaden Criswell	MILEAGE REIMBURSEMENT	119.00
2186	08/19/2025	DAS STATE ACCOUNTING - CENTRAL	PROFESSIONAL SERVICES	567.87
2187	08/19/2025	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C	PROFESSIONAL SERVICES	94.00
2188	08/19/2025	FBG SERVICE CORPORATION	PROFESSIONAL SERVICES	267.33
2189	08/19/2025	Tessa Fraass	MILEAGE REIMBURSEMENT	1,047.20
2190	08/19/2025	Anna Gamboa	PROFESSIONAL SERVICES	2,950.00
2191	08/19/2025	Krystie Hohnstein	CELL REIMBURSEMENT	50.00
2192	08/19/2025	Roxane Humphrey	MILEAGE REIMBURSEMENT	17.73
2193	08/19/2025	Ideal Linen/Bluffs	PROFESSIONAL SERVICES	1,242.40
2194	08/19/2025	Inland Truck Parts Company	SUPPLIES	286.88
2195	08/19/2025	Lynndee Jacobson	MILEAGE REIMBURSEMENT	191.73
2196	08/19/2025	JOURNEYED.COM INC.	SUBSCRIPTION	3,209.18
2197	08/19/2025	Denita Julius	32 MILEAGE REIMBURSEMENT	469.40
2198	08/19/2025	LEGACY COOPERATIVE	FUEL	3,344.10

2199	08/19/2025	LR4, LLC	HS BRIDGEPORT RENT	600.00
2200	08/19/2025	Renee Miller	MILEAGE REIMBURSEMENT	462.70
2201	08/19/2025	Bobbie Moseman	MILEAGE REIMBURSEMENT	218.40
2202	08/19/2025	Nicole Murphy	MILEAGE REIMBURSEMENT	289.10
2203	08/19/2025	ONE SOURCE	PROFESSIONAL SERVICES	509.02
2204	08/19/2025	Quadient Finance USA, Inc.	POSTAGE	546.72
2205	08/19/2025	Samantha Rust	MILEAGE REIMBURSEMENT	767.20
2206	08/19/2025	Betty Schubauer	MILEAGE REIMBURSEMENT	1,056.79
2207	08/19/2025	SHERWIN-WILLIAMS CO	SUPPLIES	236.65
2208	08/19/2025	RUSSELL SMITH	ELC RENT	2,250.00
2209	08/19/2025	MICHELLE WEIMER	PROFESSIONAL SERVICES	3,372.75
2210	08/19/2025	Sterling Computers Corporation	SUPPLIES	3,794.05
2211	08/19/2025	Dawn Terrell	MILEAGE REIMBURSEMENT	240.80
2212	08/19/2025	Two Smokin Grills	PROFESSIONAL SERVICES	4,220.00
2213	08/19/2025	Western Nebraska Community College	UTILITIES	26,937.58
2214	08/19/2025	Whiting Signs, LLC	PROFESSIONAL SERVICES	172.50
TOTAL				1,263,788.46

epacker03@gmail.com

ERIC A. PACKER

208.252.2903

ESU 13
Administrator's Office
4215 Ave I
Scottsbluff, NE 69361

Dear ESU 13 Board of Directors,

My name is Eric A. Packer. I would like to express my interest in filling the vacant position on your board representing Sidney, where I reside.

Please see my resume for this vacant position attached with this letter of intent.

Thank you for your time and consideration. I look forward to visiting and answering any questions you may have at your next board meeting.

Sincerely,

Eric Packer
1305 Palomino Pl
Sidney, Nebraska
208.252.2903

/attachment

PROFESSIONAL

District Manager: Avignon Ventures, Dairy Queen 2016 – Present

Oversee total operation of businesses in Sidney and Ogallala, Nebraska.

Corporal: Saint Anthony Police Department 2012 – 2015

DRE (Drug Recognition Expert) Certified

Idaho – Internet Crimes Against Children Task Force

Drug Enforcement Task Force, Department Lead

Helped Develop the POST Academy Autism Training Program

Corporal: Aberdeen Police Department 2009 – 2012

ABOUT ME

Married:

March 15, 2003, to my beautiful best friend, Mollie Anna Packer (Hansen).

Children:

Madi: Studies Musical Theater at AMDA, NYC

Nathan: Freshman at Sidney High School

Russell: 8th Grader at Sidney Middle School

Both of my sons live with autism. Nathan was diagnosed in December 2012 and later diagnosed with atypical absence seizures. Russell was diagnosed in December of 2013 and is non-speaking; he lives with profound autism.

COMMUNITY INVOLVEMENT

Founder of Sidney Angels. A “special needs” sport group in Sidney.

Organized an Autism Training Event for teachers and first responders in the region.

Former Board Member, Night of Hope. A cancer support organization in Cheyenne County

Former Board Member, SPS Teammates. A mentor program for Nebraska students.

Former Board President, South Fremont Youth Soccer Association

ESU 13 Board Candidate Interview	
Interview Question	
Mark Sinner - Please share with us your background and experiences. What motivates you to become a Board member?	
Kim Marx - What is ESU's role in supporting school districts to address the challenges that they are facing?	
Tom Millette - What do you see as ESU Board member responsibilities and does that have a role in the day-to-day operations of the ESU?	
Ray Richards - How would you handle a request or concern, if approached, by an individual or special interest groups?	
Mark Sinner - What questions do you have for the Board?	
Totals	

HEAD START DIRECTOR PERFORMANCE REPORT

MONTH OF: July 2025

PREPARED BY: Krystie Hohnstein, Director

Program	Funding Source	Funding Period	Performance Required	Performance Indicators
Early Head Start *2 openings in EHS not filled due to the proximity to the end of the year	HHS	4/1/25-3/31/26	72 children 55% income eligible 35% mid-over-income 10% over-income 10% disabilities 85% attendance	70 children* 87% income eligible 10% mid-over-income 3% over-income 8.3% disabilities 86.9% attendance
Head Start *Only one summer room for HS in session 1 opening not filled due to the proximity to the end of the year	HHS	4/1/24-3/31/25	202 children 55% income eligible 35% mid-over-income 10% over-income 10% disabilities 85% attendance	17 Children (1 classroom) 89% income eligible 5% mid-over-income 6% over-income 29.4% disabilities 91.9% attendance
HHS Requirements				
	HS	EHS	HS / EHS NOTES	Target
Developmental Screenings	100%	100%		100% 45 day
Social-Emotional Screenings	100%	99%		100% 45 day
Vision Screenings	99%	100%		100% 45 day
Hearing Screenings	100%	100%		100% 45 day
Speech Screenings	94%	NA		100% 45 day
Dental Exams	64%	74%		100% 90 day
Dental Screenings	98%	100%		100% 45 day
Physical Exams/Well-child checks	61%	75%		100% 90 day
Immunizations Up-to-Date	92%	70%		100% on-going
Lead Screenings	52%	75%		100% 90 day
1 st Teacher Home Visit	94%	99%	Parent refused	100% within 2 weeks of enrollment
2 nd Teacher Home Visit	24%	100%	Correct HS Home Visit completion = 93% (KH 7/31/25)	100%
1 st Parent Teacher Conf.	88%	100%		100%
2 nd Parent Teacher Conf.	94%	100%		100%
Bus Evacuations	3		9/5/24 11/25/24 3/25/25 routes will resume in Aug	3 per year
Family Partnership Agreements/ Set Goals	92%	87%		80-100%
Family Goals Met (YTD)	43%	31%	Progress EHS 67% HS 43%	80-100%
Family Development Referrals (YTD)	27%	45%		As needed per family needs
Family Needs Assessments Completed	93%	88%		80-100% 3-4 times/year

Capacity Development

Current issues impacting work:

Grants Submitted:

Policy Council/Policy & Procedure Approval: Reviewed health written plans.

Staff Development & Accomplishments:

In-House Training Provided:

Training Attended: Five staff members attended the Tall Cop Training which covered substance abuse trends and impacts, one Family Advocate attended a Building Bridges Between Families, Fathers and Communities, two staff members attended the Family Services Workforce Institute and one Family Advocates attended training on Co-Regulation. Director and Partnership Liaison attended NDE day and Admin Days in Kearney.

Intensive Coaching: None in progress at this time, will resume in the fall.

Number of Coaches: **Number of Coachees:** **Goals Completed:**

CLASS Observations Completed: None in progress at this time, will resume in the fall.

Behavioral Health Observations Completed: None in progress at this time, will resume in the fall.

Partnerships & Collaborations

Program Coordination:

Public Schools – MOU’s for 2025-26 completed

Intra-Agency –

Inter-Agency –Other – Event being planned in coordination with Molina Health

Community Involvement:

Parent Community Projects – None at this time

Parent Meetings – Bridgeport EHS Teaching empathy with children, parent and child activity creating picture frames and adding a family photo.

Father/Mother Engagement: None at this time.

Recruitment-

ESU13 Head Start attended and event hosted by the Sixpence program. Their “Splash Into Summer” Event was held at Veterans park in Scottsbluff. Planning for National Night Out is in progress. This event is scheduled for August 5th from 6-8 downtown Scottsbluff. Program information will be added to the 500 goodie bags that will be handed out along with items at the table. We will have an outdoor game for children to play as well. Social media posts continue to be published with program and classroom information.

HEAD START DIRECTOR PERFORMANCE REPORT

MONTH OF: July 2025

PREPARED BY: Krystie Hohnstein, Director

In-kind

Classroom/Site Name	April	May	June	Goal
Bayard	\$32.62	\$32.62	\$32.62	\$31,440
Gering	\$402.14	\$402.14	\$402.14	\$94,320
Minatare	\$0.00	\$0.00	\$0.00	\$31,440
Mitchell	\$103.19	\$103.19	\$103.19	\$53,448
Scottsbluff	\$84.99	\$84.99	\$84.99	\$144,624
Morrill	\$0.00	\$0.00	\$0.00	\$62,880
CDC 101	\$3,620.82	\$9,504.65	\$14,136.69	\$25,152
CDC 102	\$2,850.19	\$5,932.78	\$9,284.50	\$25,152
CDC 103	\$169.98	\$169.98	\$283.30	\$25,152
CDC 104	\$3,297.89	\$10,486.59	\$15,026.38	\$25,152
CDC 105	\$0.00	\$5,064.28	\$7,796.23	\$25,152
CDC 108	\$248.73	\$248.73	\$248.73	\$53,448
ELC Combo 1	\$5,325.25	\$9,058.70	\$13,658.16	\$25,152
ELC Combo 2	\$8,644.33	\$13,794.22	\$22,650.57	\$25,152
ELC Combo 3	\$2,210.02	\$2,210.02	\$5,504.01	\$25,152
ELC Preschool	\$104.06	\$104.06	\$6,993.79	\$59,736
Bridgeport HS	\$113.32	\$537.39	\$1,267.78	\$56,592
Bridgeport EHS	\$1,092.78	\$1,661.02	\$7,846.62	\$25,152
Leyton	\$280.67	\$280.67	\$280.67	\$18,864
Bridgeport Public Schools	\$0.00	\$0.00	\$0.00	\$9,432
Policy Council In-Kind	\$1,440.49	\$1,440.49	\$1,775.64	
Total	\$30,021.47	\$61,116.52	\$107,376.01	
Needed	\$930,794.00	\$930,794.00	\$930,794.00	
% Complete	3%	7%	12%	
At this time last year:	\$42,675.14	\$85,451.90	\$117,519.59	

HEAD START DIRECTOR PERFORMANCE REPORT

MONTH OF: June 2025

PREPARED BY: Krystie Hohnstein, Director

Program	Funding Source	Funding Period	Performance Required	Performance Indicators
Early Head Start *2 current openings in EHS less than 30 days in SB ELC	HHS	4/1/25-3/31/26	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 9.7% disabilities 87.9% attendance
Head Start *Only one summer room for HS in session 1 opening less than 30 days	HHS	4/1/24-3/31/25	202 children 55% income eligible 35% mid-over-income 10% over-income 10% disabilities 85% attendance	17 Children 88% income eligible 6% mid-over-income 6% over-income 25.7% disabilities 92.8% attendance
HHS Requirements	HS	EHS	HS / EHS NOTES	Target
Developmental Screenings	99.5%	99%	New enrollee	100% 45 day
Social-Emotional Screenings	99.5%	99%	New enrollee	100% 45 day
Vision Screenings	99%	100%		100% 45 day
Hearing Screenings	100%	100%		100% 45 day
Speech Screenings	99%	NA		100% 45 day
Dental Exams	64%	65%		100% 90 day
Dental Screenings	98%	90%	New enrollees	100% 45 day
Physical Exams/Well-child checks	61%	69%		100% 90 day
Immunizations Up-to-Date	92%	69%		100% on-going
Lead Screenings	52%	71%		100% 90 day
1 st Teacher Home Visit	96%	99%	Parent cancel	100% within 2 weeks of enrollment
2 nd Teacher Home Visit	75%	99%	Parent cancel	100%
1 st Parent Teacher Conf.	87%	100%		100%
2 nd Parent Teacher Conf.	14%	IP		100%
Bus Evacuations	3		9/5/24 11/25/24 3/25/25 routes will resume in Aug	3 per year
Family Partnership Agreements/ Set Goals	91%	80%		80-100%
Family Goals Met (YTD)	42%	25%	Progress: HS = 43% EHS = 74%	80-100%
Family Development Referrals (YTD)	42%	58%		As needed per family needs
Family Needs Assessments Completed	93%	84%		80-100% 3-4 times/year

Capacity Development

Current issues impacting work:

Grants Submitted:

Policy Council/Policy & Procedure Approval: No meeting in May. April meeting included approvals and/or review of FCP, Fiscal, and Transportation Written Plans.

Staff Development & Accomplishments:

In-House Training Provided:

Training Attended: Region VII Head Start Conference June 9-12 - Roxane and Elise presented on effective public school partnerships and Krystie and Lauren also attended the conference. 1 FA attended Strengthening STEM - Learning in the Early Childhood Classroom & also attended Wired Kids: How Screen Time Affects Early Childhood Development.

Intensive Coaching:

Number of Coaches:

Number of Coachees:

Goals Completed:

CLASS Observations Completed:

Behavioral Health Observations Completed:

Partnerships & Collaborations

Program Coordination:

Public Schools – MOU's are being returned, still waiting on a couple

Intra-Agency –

Inter-Agency –Other –

Community Involvement:

Parent Community Projects – Minatare (2nd) - sang songs and delivered decorated baskets to the Veterans home. Gering - picked up trash at a local park for Earth Day. CDC made cards for the Veterans home. Leyton planted a tree at the school.

Parent Meetings – End of Year Celebrations all completed for 9 month centers in May. In April, Bridgeport held an event to learn about hygiene for children including germs, washing hands, and brushing teeth. Minatare held an event to learn about the benefits of gardening.

Father/Mother Engagement: Leyton - father activity to learn about the importance of empathy and how to show and teach children empathy. Fathers also helped their children to build a birdhouse. Leyton - mother activity to learn about the importance of creating memories and engaged in planting flowers. CDC - mother activity planting flowers and learning about the importance of play.

Recruitment- There are events that will be taking place over the summer that ESU13 Head Start will participate in for recruitment efforts. Staff attended the CAPWN Annual Community Service Providers meeting on June 12th. Program information was shared with other community stakeholders. Recruiting items and information was handed out at the Scottsbluff Lied Library Summer Reading program Art Fair that was held on Tuesday June 17th. Facebook posts have been made to also help spread the word about the program.

HEAD START DIRECTOR PERFORMANCE REPORT

MONTH OF: June 2025

PREPARED BY: Krystie Hohnstein, Director

In-kind

Classroom/Site Name	April	May	Goal
Bayard	\$32.62	\$32.62	\$31,440
Gering	\$402.14	\$402.14	\$94,320
Minatare	\$0.00	\$0.00	\$31,440
Mitchell	\$103.19	\$103.19	\$53,448
Scottsbluff	\$84.99	\$84.99	\$144,624
Morrill	\$0.00	\$0.00	\$62,880
CDC 101	\$3,620.82	\$9,504.65	\$25,152
CDC 102	\$2,850.19	\$5,932.78	\$25,152
CDC 103	\$169.98	\$169.98	\$25,152
CDC 104	\$3,297.89	\$10,486.59	\$25,152
CDC 105	\$0.00	\$5,064.28	\$25,152
CDC 108	\$248.73	\$248.73	\$53,448
ELC Combo 1	\$5,325.25	\$9,058.70	\$25,152
ELC Combo 2	\$8,644.33	\$13,794.22	\$25,152
ELC Combo 3	\$2,210.02	\$2,210.02	\$25,152
ELC Preschool	\$104.06	\$104.06	\$59,736
Bridgeport HS	\$113.32	\$537.39	\$56,592
Bridgeport EHS	\$1,092.78	\$1,661.02	\$25,152
Leyton	\$280.67	\$280.67	\$18,864
Bridgeport Public Schools	\$0.00	\$0.00	\$9,432
Policy Council In-Kind	\$1,440.49	\$1,440.49	
Total	\$30,021.47	\$61,116.52	
Needed	\$930,794.00	\$930,794.00	
% Complete	3%	7%	
At this time last year:	\$42,675.14	\$85,451.90	

Policy Council Meeting

7-29-25

Submitted by: Brandy Klinessmith and Teena Branson

Members Present: Brandy Klinessmith, Tiah Alvizar, Makenna Sempek. Echo Woyak, Maria Garcia, Shayna Hudson, Carmen Torres, Skylar Portorff, Jessica Brenizer

Guests Present: None

Staff Present: Kerry Mehling, Krystie Hohnstein, Lauren Starke, Joan DeWitt, Teena Branson, Mary Hascall, Susie Dominguez

Board Members Present: Tom Millette,

Policy Council Meeting called to order by Tiah Alvizar, at 6:05pm. There were no new member introductions needed. Members reviewed the minutes from the June meeting. **Jessica Brenizer moved to approve the June minutes. Echo Woyak seconded the motion. Motion carried by roll call vote.**

Director's Report:

All members received a copy of the Director's report. Krystie Hohnstein discussed the report. Question about the amount of second teacher home visits were only at 24%. (The correct amount of 93% completion was later noted in the comments section of the Director's report.) Over all program information was shared.

Finance Report:

All members received a copy of the Finance Report. Lauren Starke, Fiscal Officer, presented the reports. Head Start expenses are similar to the month before. Expenses are slow right now due to summer and there has been no trainings for the current grant year yet. Early Head Start is similar as well with no current training. Administrative Percentage is 6.48% which is well below the goal of 15%. For June of the previous grant year there were indirect costs for HS and EHS. There were also no trainings for the final month of the grant. Overall the budget expenses are looking good. There was a question in regards to the credit card fraud from previous months. This issue seems to be resolved and there is now a new card. The one-time funding budget was used in full. **Carmen Torres moved to approve the finance report. Makenna Sempek seconded the motion. Motion carried by roll call vote.**

Board Report: Director Krystie Hohnstein reported on the Board Minutes, no new minutes were discussed due to there not being a July meeting.

Old Business: No old business was discussed.

New Business:

Nutrition Written Plan & Review and/or Revision: Mary Hascall Nutrition Manager presented information on these topics; Child Nutrition Service Requirements, Identification of Nutritional Needs, Family Style Meals, Nutrition History, Special Diet/Food Allergy Accommodation, Nutrition Education, Child and Adult Care Food Program (CACFP), Food Safety and Sanitation, and Breastfeeding. A presentation on the elements and benefits of spices in our food service was also presented by Mary with hands on examples that were passed around to members along with a sample of spice mix she prepared for the Policy Council members to take home with them.

Enrollment & Recruitment Update: Teena Branson, Enrollment Manager, presented this information. The current accepted counts for all program options were shared along with the open numbers and age requirements for those openings.

Results of the 3rd Parent/Staff Self-Assessment: Tabled until August Meeting

Employment Openings - Agency-wide employment openings are found on the ESU13 website (www.esu13.org) under *Employment Openings*. Current opening for a Full-Time Cook at the Bridgeport location. Prospective Employees can also apply directly on this site. This was shown to members.

New Hires:

Elizabeth Alvarado - Teacher at ELC, Full Time/Full Year

Teresa Santoyo - Assistant Teacher at Bridgeport, Full Time/Full Year

MaKenna Sempek moved to approve the New Staff Hires. Jessica Brenizer seconded the motion. Motion approved by roll call vote.

Center Reports:

ELC EHS and ELC Center reports were shared. Stated the recent family engagement activities and upcoming end of the year events and attendance details.

The next meeting is scheduled for Tuesday, August 26th. Dinner will be served at 5:45pm and the meeting will begin promptly at 6:00pm.

Meeting adjourned at 6:51 p.m.

Policy Council Meeting
6-24-25

Submitted by: Brandy Klinessmith & Teena Branson

Members Present: Brandy Klinessmith, Jessica Brenizer, Brittain Reinmuth, Echo Woyak, Kristen Gompert, Skylar Pottorff, Makenna Sempek, Carmen Torres, Maria Garcia, Shayna Hudson, Debra Jo Mason, Jessica Goodrich

Guests Present: None

Staff Present: Kerry Mehling, Krystie Hohnstein, Lauren Starke, Joan DeWitt, Teena Branson, Shannon Yeoman, Susie Dominguez

Board Members Present: Tom Millette

Policy Council Meeting called to order by Echo Woyak, at 6:05 pm. There were no new member introductions needed. Members reviewed the minutes from the April meeting. **Shayna Hudson moved to approve the April minutes. Jessica Goodrich seconded the motion. Motion carried by roll call vote.**

Director's Report:

All members received a copy of the Director's report. Krystie Hohnstein discussed the report. There are 3 recent drops in children that are less than 30 days. Funded enrollment and overall program activity is lower in the summer as limited locations remain in operation.

Finance Report:

All members received a copy of the Finance Report. Lauren Starke, Fiscal Officer, presented the reports. Members continue to review the previous grant year reports and the new grant year reports. Activity for the new grant period is still minimal as expenses are concluded for the previous grant year. Administrative percentages remain under 15% in all reports. The April credit card reports look slightly abnormal due to a fraud charge that was found and reimbursed. The program will have the total amount of one-time funding spent by the deadline. There were no further questions. **Jessica Goodrich moved to approve the finance report. Carmen Torres seconded the motion. Motion carried by roll call vote.**

Board Report:

Director Krystie Hohnstein reported on the Board of Education minutes. In May, a new board member, Mandy Plog, was interviewed and then appointed in June for District 1. There were several approvals for new hires starting in the Fall. At the June meeting, the "Yay Sports Camp" was highlighted. The first camp hosted 14 campers and there was a donor that pledged \$20,000 towards next years camp. In reference to the overall ESU13 External Survey, 17 of 21 districts returned surveys this year. Results will be shared in August. The new Meridian playground is being installed currently. There were legislative updates discussed and they are also looking for a board member for District 11.

Old Business:

Updates on RAN Report/Safety Updates: Krystie shared that the program has received the final review determination and the case was officially closed noting a satisfactory response by the program per the Office of Head Start.

New Business:

Health Written Plan & Review and/or Revision: Shannon Yeoman Education, Health and Special Services Manager presented information on this component area. There are no current changes in policy. Shannon

discussed the Head Start approach to supporting families with high quality health services. She noted the input of the Health Services Advisory in the process, collaboration and communication with families, determining child health status within 30, 45, and 90-days, oral health, safety practices to prevent and respond to incidents and injuries, emergency response, medication administration, and refusal to authorize health services procedure for parents. There were no questions.

Child Outcomes & School Readiness Goals Discussion: Shannon Yeoman Education, Health and Special Services Manager presented these topics. Teaching Strategies Gold Outcomes are presented 4 times per year to monitor growth in children. Shannon shared examples of the Creative Curriculum lesson plans along with assessment objectives and color bands for each age group. All areas showed growth for the fall to spring outcomes with the highest growth in the area of social-emotional learning and literacy with the lowest growth.

Enrollment & Recruitment Update: Teena Branson, Enrollment Manager, provided a brief overview of the current program enrollment data and the enrollment and application process for the 2025-26 school year. She also shared recruitment events activity for the spring/summer.

Community Assessment Findings: Lauren Starke, Fiscal Officer, shared the requirements of and the findings from the annual update to the community assessment. She highlighted the changes in demographics, noting that Nebraska homelessness increased by 11.30% from 2023 to 2024 in families with children. The program must also address equity, accessibility, and inclusiveness, as well as changes to the availability of publicly-funded pre-kindergarten in the service area. This process helps to determine what services are needed to foster environments where all children have the opportunity to attend, are welcomed and valued. The final document will be ready for publication in the near future.

Employment Openings - Agency-wide employment openings are found on the ESU13 website (www.esu13.org) under *Employment Openings*. Current openings for Teacher and Assistant Teacher positions are listed on the ESU 13 website. Prospective Employees can also apply directly on this site. This was shown to members.

New Hires:

Harley Newsom - Assistant Teacher at Bridgeport, Full Time/Full Year

Mykah Holdsworth - Assistant Teacher at CDC, Full Time/Full Year

Taryn Sekerka - Assistant Teacher at CDC, Full Time/Full Year

Alondra Garcia - Assistant Teacher at CDC, Summer/Temp

Kendra Morehead - Assistant Teacher at ELC, Full Time/Full Year

Makenna Sempek moved to approve the New Staff Hires. Maria Garcia seconded the motion. Motion approved by roll call vote.

Transition Plan for Family and Community Partnerships Manager: Kerry Mehling and Teena Branson shared information about the tasks that will be transitioned. Teena Branson will take over the facilitation of Policy Council starting next month. Teena and Jo Dewitt will support family services and training family advocates. Kerry's focus will then move more to expanding the mental health services for children, families, and staff.

Center Reports: There were no center reports.

The next meeting is scheduled for Tuesday, July 29th. Dinner will be served at 5:45pm and the meeting will begin promptly at 6:00pm.

Meeting adjourned at 7:04 p.m.

PP2-5 6940-4944					
HEAD START - OPERATING					
JUNE 2025					
		CURRENT	PREVIOUS	Budget Period	2024-2025 BUDGET
		MONTH	MONTH	YTD	
Account Number	Account Description	June 2025	May 2025	04/01/24 - 3/31/25	04/01/24 - 3/31/25
01 6940 4944 110 000 000	Non-Instructional / Staff	\$ -	\$ -	\$ 294,381.37	
01 6940 4944 110 000 000 2	Non-Instructional / Staff	\$ -	\$ -	\$ 25,319.84	
01 6940 4944 111 000 000	Certificated / Salaries	\$ -	\$ -	\$ 69,810.44	
01 6940 4944 111 000 000 2	Certificated / Salaries	\$ -	\$ -	\$ -	
01 6940 4944 112 000 000	Instructional Aides	\$ -	\$ -	\$ 167,994.32	
01 6940 4944 113 000 000	Substitute	\$ -	\$ -	\$ -	
01 6940 4944 116 000 000	Professional Non-Certificated /Staff	\$ -	\$ 119.32	\$ 203,322.11	
01 6940 4944 116 000 000 2	Professional Non-Certificated /Staff	\$ -	\$ -	\$ 135,827.90	
01 6940 4944 210 000 000	Non Instructional / Group Insurance	\$ -	\$ -	\$ 17,737.90	
01 6940 4944 210 000 000 2	Non Instructional / Group Insurance	\$ -	\$ -	\$ 1,720.92	
01 6940 4944 211 000 000	Certificated / Group Insurance	\$ -	\$ -	\$ 371.28	
01 6940 4944 211 000 000 2	Certificated / Group Insurance	\$ -	\$ -	\$ -	
01 6940 4944 212 000 000	Instructional Aides / Group Insurance	\$ -	\$ -	\$ 13,742.12	
01 6940 4944 216 000 000	Professional Non-Certificated / Group Insurance	\$ -	\$ -	\$ 10,509.14	
01 6940 4944 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ -	\$ -	\$ 9,269.52	
01 6940 4944 220 000 000	Non-Instructional / FICA	\$ -	\$ -	\$ 21,537.52	
01 6940 4944 220 000 000 2	Non-Instructional / FICA	\$ -	\$ -	\$ 1,896.36	
01 6940 4944 221 000 000	Certificated / FICA	\$ -	\$ -	\$ 5,340.51	
01 6940 4944 221 000 000 2	Certificated / FICA	\$ -	\$ -	\$ -	
01 6940 4944 222 000 000	Instructional Aides / FICA	\$ -	\$ -	\$ 12,520.06	
01 6940 4944 223 000 000	Substitutes / FICA	\$ -	\$ -	\$ -	
01 6940 4944 226 000 000	Professional Non-Certificated / FICA	\$ -	\$ 9.13	\$ 15,125.14	
01 6940 4944 226 000 000 2	Professional Non-Certificated / FICA	\$ -	\$ -	\$ 9,889.82	
01 6940 4944 230 000 000	Non-Instructional / Retirement	\$ -	\$ -	\$ 29,080.92	
01 6940 4944 230 000 000 2	Non-Instructional / Retirement	\$ -	\$ -	\$ 2,501.08	
01 6940 4944 231 000 000	Certificated / Retirement	\$ -	\$ -	\$ 6,895.76	
01 6940 4944 231 000 000 2	Certificated / Retirement	\$ -	\$ -	\$ -	
01 6940 4944 232 000 000	Instructional Aides /Retirement	\$ -	\$ -	\$ 16,021.98	
01 6940 4944 236 000 000	Professional Non-Certificated / Retirement	\$ -	\$ -	\$ 20,036.53	
01 6940 4944 236 000 000 2	Professional Non-Certificated / Retirement	\$ -	\$ -	\$ 13,416.83	
01 6940 4944 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ -	
01 6940 4944 270 000 000	Non Instructional Work Comp	\$ -	\$ -	\$ 3,380.61	
01 6940 4944 270 000 000 2	Non Instructional Work Comp	\$ -	\$ -	\$ 68.95	
01 6940 4944 272 000 000	Instructional Aides / Workers Comp	\$ -	\$ -	\$ 851.02	
01 6940 4944 276 000 000	Proff Non Cert Work Comp	\$ -	\$ -	\$ 554.50	
01 6940 4944 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ -	\$ -	\$ 317.07	
01 6940 4944 290 000 000	Non Instructional / Other Benefits	\$ -	\$ -	\$ 42.95	
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	\$ -	\$ -	\$ 8.80	
01 6940 4944 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ -	\$ -	\$ 42.96	
01 6940 4944 333 000 000	Staff Mileage Reimbursement	\$ -	\$ -	\$ -	
01 6940 4944 340 000 000	Professional Services - Miscellaneous	\$ -	\$ -	\$ 1,031.36	
01 6940 4944 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ 69.88	
01 6940 4944 340 430 000	Professional Services - Vehicle Maintenance	\$ -	\$ -	\$ 3,418.09	
01 6940 4944 340 497 000	Professional Services - Building Maintenance	\$ -	\$ -	\$ 774.97	
01 6940 4944 340 540 000	Professional Services - Advertising	\$ -	\$ 1,665.38	\$ 2,899.40	
01 6940 4944 340 591 000	Professional Services - School District	\$ -	\$ -	\$ -	
01 6940 4944 340 683 000	Professional Services - Employee Health	\$ -	\$ -	\$ 1,111.37	
01 6940 4944 340 685 000	Professional Services - Background Checks	\$ -	\$ -	\$ 388.97	
01 6940 4944 382 000 000	Distance Education and Telecommunications	\$ -	\$ -	\$ 5,501.03	
01 6940 4944 382 000 000 2	Distance Education and Telecommunications	\$ -	\$ -	\$ 390.00	
01 6940 4944 490 000 000	Other Purchased Property Services	\$ -	\$ -	\$ 13,281.21	
01 6940 4944 490 410 000	Other Purchased Property Services - Supplies	\$ -	\$ -	\$ -	
01 6940 4944 490 441 000	Rentals of Land and Buildings	\$ -	\$ -	\$ 40,834.03	
01 6940 4944 490 441 000 2	Rentals of Land and Buildings	\$ -	\$ -	\$ 4,500.33	
01 6940 4944 531 000 000	Postage	\$ -	\$ -	\$ 873.64	
01 6940 4944 550 000 000	Printing and Binding	\$ -	\$ -	\$ 2,008.44	
01 6940 4944 550 000 000 2	Printing and Binding	\$ -	\$ -	\$ 564.90	
01 6940 4944 569 000 000	Tuition to Other School Districts	\$ -	\$ -	\$ 436,851.50	
01 6940 4944 580 471 000	Travel Expense - Parent Engagement	\$ -	\$ -	\$ 445.12	
01 6940 4944 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ 12,798.06	
01 6940 4944 580 670 000	Travel Expense - Local Travel	\$ -	\$ 633.46	\$ 8,886.44	
01 6940 4944 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -	
01 6940 4944 610 410 000	Supplies - General Supplies	\$ -	\$ -	\$ 7,079.55	
01 6940 4944 610 412 000	Supplies - Office Supplies	\$ -	\$ -	\$ 484.39	
01 6940 4944 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -	
01 6940 4944 610 428 000	Supplies - Classroom Supplies	\$ -	\$ -	\$ 4,280.94	
01 6940 4944 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ 614.98	
01 6940 4944 610 471 000	Supplies - Policy Council /Socialization	\$ 107.83	\$ 194.09	\$ 6,324.76	
01 6940 4944 610 471 000 2	Supplies - Policy Council /Socialization	\$ -	\$ -	\$ 48.75	
01 6940 4944 610 495 000	Supplies - Nursery Supplies	\$ -	\$ -	\$ 943.11	
01 6940 4944 610 497 000	Supplies - Building Maintenance	\$ -	\$ -	\$ 9,957.46	
01 6940 4944 610 621 000	Supplies - Utility Services	\$ -	\$ -	\$ 10,169.21	
01 6940 4944 610 626 000	Supplies - Bus Fuel	\$ -	\$ -	\$ 3,401.60	
01 6940 4944 610 643 000	Web/Cloud Based Software	\$ -	\$ -	\$ 8,704.60	
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	\$ -	\$ -	\$ 2,953.00	
01 6940 4944 950 000 000 2	Indirect Costs	\$ 27,450.07	\$ -	\$ 151,957.78	
		\$ 27,557.90	\$ 2,621.38	\$ 1,854,529.56	\$ 2,004,731.00
01 6940 4944 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense	47			
	\$357,733.01 ADMINISTRATIVE Expense YTD TOTAL		Percent of Budget Period (12 of 12 mo)	Percent Expended	
			100.0%	92.5%	

	PP2-5 6940-4948				
	HEAD START - TTA				
	(Training and Technical Assistance)				
	JUNE 2025				
		CURRENT	PREVIOUS	YTD	2024-2025 BUDGET
		MONTH	MONTH	BUDGET PERIOD	
Account Number	Account Description	June 2025	May 2025	04/01/24 - 3/31/25	TTA
					HEAD START
01 6940 4948 330 672 000	Employee Training and Development	\$ -	\$ 912.02	\$ 2,537.32	
01 6940 4948 330 672 000 2	Employee Training and Development	\$ -	\$ 1,590.06	\$ 4,308.81	
01 6940 4948 330 675 000	Employee Training and Development	\$ -	\$ -	\$ 892.75	
01 6940 4948 330 675 000 2	Employee Training and Development	\$ -	\$ 219.70	\$ 506.02	
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	\$ -	\$ (300.00)	\$ 4,257.55	
01 6940 4948 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ 4,306.25	
01 6940 4948 340 692 000	Employee Development - Tuition Expense	\$ -	\$ -	\$ 3,541.28	
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	\$ -	\$ -	\$ -	
01 6940 4948 610 490 000	Supplies - Food Costs	\$ 822.40	\$ -	\$ 3,297.73	
01 6940 4948 810 000 000	Dues and Fees	\$ -	\$ -	\$ -	
		\$ 822.40	\$ 2,421.78	\$ 26,931.00	\$ 26,931.00
01 6940 4948 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
		Percent of Budget Period (12 of 12 mo)		Percent Expended	
	\$6,847.41 ADMINISTRATIVE Expense YTD TOTAL		100.0%	100.0%	

		PP2-5 6940-4947					
		EARLY HEAD START - OPERATING					
		JUNE 2025					
				CURRENT	PREVIOUS	Budget Period	2024-2025 BUDGET
				MONTH	MONTH	YTD	
Account Number	Account Description	June 2025	May 2025	04/01/24 - 3/31/25	04/01/24 - 3/31/25		
01 6940 4947 110 000 000	Non-Instructional / Staff	\$ -	\$ -	\$ 196,086.00			
01 6940 4947 110 000 000 2	Non-Instructional / Staff	\$ -	\$ -	\$ 13,633.76			
01 6940 4947 112 000 000	Instructional Aides	\$ -	\$ -	\$ 833,579.89			
01 6940 4947 116 000 000	Professional Non-Certificated /Staff	\$ -	\$ 64.25	\$ 183,048.58			
01 6940 4947 116 000 000 2	Professional Non-Certificated /Staff	\$ -	\$ -	\$ 68,505.54			
01 6940 4947 210 000 000	Non Instructional / Group Insurance	\$ -	\$ -	\$ 9,054.24			
01 6940 4947 210 000 000 2	Non Instructional / Group Insurance	\$ -	\$ -	\$ 926.68			
01 6940 4947 212 000 000	Instructional Aides / Group Insurance	\$ -	\$ -	\$ 37,516.15			
01 6940 4947 216 000 000	Professional Non-Certificated / Group Insurance	\$ -	\$ -	\$ 12,086.74			
01 6940 4947 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ -	\$ -	\$ 4,647.61			
01 6940 4947 220 000 000	Non-Instructional / FICA	\$ -	\$ -	\$ 14,548.64			
01 6940 4947 220 000 000 2	Non-Instructional / FICA	\$ -	\$ -	\$ 1,021.14			
01 6940 4947 222 000 000	Instructional Aides / FICA	\$ -	\$ -	\$ 62,638.77			
01 6940 4947 226 000 000	Professional Non-Certificated / FICA	\$ -	\$ 4.91	\$ 13,426.30			
01 6940 4947 226 000 000 2	Professional Non-Certificated / FICA	\$ -	\$ -	\$ 4,976.88			
01 6940 4947 230 000 000	Non-Instructional / Retirement	\$ -	\$ -	\$ 19,366.48			
01 6940 4947 230 000 000 2	Non-Instructional / Retirement	\$ -	\$ -	\$ 1,346.72			
01 6940 4947 232 000 000	Instructional Aides /Retirement	\$ -	\$ -	\$ 81,714.21			
01 6940 4947 236 000 000	Professional Non-Certificated / Retirement	\$ -	\$ -	\$ 18,055.88			
01 6940 4947 236 000 000 2	Professional Non-Certificated / Retirement	\$ -	\$ -	\$ 6,766.85			
01 6940 4947 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ 2,420.71			
01 6940 4947 270 000 000	Non Instructional Work Comp	\$ -	\$ -	\$ 1,560.14			
01 6940 4947 270 000 000 2	Non Instructional Work Comp	\$ -	\$ -	\$ 37.13			
01 6940 4947 272 000 000	Instructional Aides / Workers Comp	\$ -	\$ -	\$ 2,029.99			
01 6940 4947 276 000 000	Proff Non Cert Work Comp	\$ -	\$ -	\$ 518.25			
01 6940 4947 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ -	\$ -	\$ 238.11			
01 6940 4947 290 000 000	Non-Instructional / Other Benefits	\$ -	\$ -	\$ 23.05			
01 6940 4947 292 000 000	Instructional Aides / Other Benefits	\$ -	\$ -	\$ 403.96			
01 6940 4947 296 000 000	Professional Non-Certificated / Other Benefits	\$ -	\$ -	\$ 35.20			
01 6940 4947 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ -	\$ -	\$ 23.04			
01 6940 4947 340 000 000	Professional Services - Miscellaneous	\$ -	\$ -	\$ 1,431.98			
01 6940 4947 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ 37.62			
01 6940 4947 340 430 000	Professional Services - Vehicle Maintenance	\$ -	\$ -	\$ 655.00			
01 6940 4947 340 497 000	Professional Services - Building Maintenance	\$ -	\$ -	\$ 2,147.19			
01 6940 4947 340 540 000	Professional Services - Advertising	\$ -	\$ 896.75	\$ 1,412.30			
01 6940 4947 340 683 000	Professional Services - Employee Health	\$ -	\$ -	\$ 836.63			
01 6940 4947 340 685 000	Professional Services - Background Checks	\$ -	\$ -	\$ 487.53			
01 6940 4947 382 000 000	Distance Education and Telecommunications	\$ -	\$ -	\$ 6,367.92			
01 6940 4947 382 000 000 2	Distance Education and Telecommunications	\$ -	\$ -	\$ 210.00			
01 6940 4947 490 000 000	Other Purchased Property Services	\$ -	\$ -	\$ 26,750.13			
01 6940 4947 490 441 000	Rentals of Land and Buildings	\$ -	\$ -	\$ 44,073.65			
01 6940 4947 490 441 000 2	Rentals of Land and Buildings	\$ -	\$ -	\$ 1,360.69			
01 6940 4947 531 000 000	Postage	\$ -	\$ -	\$ -			
01 6940 4947 550 000 000	Printing and Binding	\$ -	\$ -	\$ 3,326.40			
01 6940 4947 550 000 000 2	Printing and Binding	\$ -	\$ -	\$ 376.58			
01 6940 4947 580 471 000	Travel Expense - Parent Engagement	\$ -	\$ -	\$ 131.32			
01 6940 4947 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ 2,373.20			
01 6940 4947 580 670 000	Travel Expense - Local Travel	\$ -	\$ -	\$ 772.84			
01 6940 4947 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -			
01 6940 4947 610 410 000	Supplies - General Supplies	\$ 639.48	\$ -	\$ 16,704.72			
01 6940 4947 610 412 000	Supplies - Office Supplies	\$ -	\$ -	\$ 340.80			
01 6940 4947 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -			
01 6940 4947 610 428 000	Supplies - Classroom Supplies	\$ -	\$ -	\$ 3,138.37			
01 6940 4947 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ 55.08			
01 6940 4947 610 471 000	Supplies - Policy Council /Socialization	\$ 28.44	\$ -	\$ 5,788.28			
01 6940 4947 610 471 000 2	Supplies - Policy Council /Socialization	\$ -	\$ -	\$ 26.25			
01 6940 4947 610 495 000	Supplies - Nursery Supplies	\$ -	\$ -	\$ 7,238.04			
01 6940 4947 610 497 000	Supplies - Building Maintenance	\$ -	\$ -	\$ 11,149.10			
01 6940 4947 610 621 000	Supplies - Utility Services	\$ -	\$ -	\$ 21,018.61			
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	\$ -	\$ -	\$ 1,627.00			
01 6940 4947 950 000 000 2	Indirect Costs	\$ 14,780.81	\$ -	\$ 144,197.48			
		\$ 15,448.73	\$ 965.91	\$ 1,901,761.49	\$ 1,668,156.00		
01 6940 4947 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense						
	\$248,294.46 ADMINISTRATIVE Expense YTD TOTAL			Percent of Budget Period (12 of 12 mo)	Percent Expended		
				100.0%	114.0%		

**2024-2025 Budget Period
HS/EHS Administrative Percentage
As of June 30, 2025**

Head Start Operating ADMIN Expenses YTD	\$	357,733.01
Head Start TTA ADMIN Expenses YTD	\$	6,847.41
Early Head Start Operating ADMIN Expenses YTD	\$	248,294.46
Early Head Start TTA ADMIN Expenses YTD	\$	3,414.51
TOTAL ADMIN EXPENSES YTD	\$	616,289.39

TOTAL Head Start Operating Expenses YTD	\$	1,854,529.56
TOTAL Head Start TTA Expenses YTD	\$	26,931.00
TOTAL Early Head Start Operating Expenses YTD	\$	1,901,761.49
TOTAL Early Head Start TTA Expenses YTD	\$	26,264.95
TOTAL PROGRAM EXPENSES BEFORE IN-KIND	\$	3,809,487.00
HS/EHS Inkind YTD	\$	1,445,445.00
TOTAL PROGRAM EXPENSES YTD	\$	5,254,932.00

YTD ADMINISTRATIVE PERCENTAGE **11.73%**
 (Total Admin Expense YTD/Total Program Expense YTD)

PP3-1 6940-4941					
HEAD START - OPERATING					
JUNE 2025					
		CURRENT	PREVIOUS	Budget Period	2025-2026 BUDGET
		MONTH	MONTH	YTD	
Account Number	Account Description	June 2025	May 2025	04/01/25 - 3/31/26	04/01/25 - 3/31/26
01 6940 4941 110 000 000	Non-Instructional / Staff	\$ 30,101.51	\$ 25,677.10	\$ 55,778.61	
01 6940 4941 110 000 000 2	Non-Instructional / Staff	\$ 2,102.88	\$ 2,102.88	\$ 4,205.76	
01 6940 4941 111 000 000	Certificated / Salaries	\$ 5,885.20	\$ 5,906.95	\$ 11,792.15	
01 6940 4941 112 000 000	Instructional Aides	\$ 21,554.20	\$ 18,279.55	\$ 39,833.75	
01 6940 4941 113 000 000	Substitute	\$ -	\$ -	\$ -	
01 6940 4941 116 000 000	Professional Non-Certificated /Staff	\$ 18,943.18	\$ 19,053.02	\$ 37,996.20	
01 6940 4941 116 000 000 2	Professional Non-Certificated /Staff	\$ 9,740.64	\$ 9,783.05	\$ 19,523.69	
01 6940 4941 210 000 000	Non Instructional / Group Insurance	\$ 1,896.23	\$ 1,949.38	\$ 3,845.61	
01 6940 4941 210 000 000 2	Non Instructional / Group Insurance	\$ 366.34	\$ 366.34	\$ 732.68	
01 6940 4941 211 000 000	Certificated / Group Insurance	\$ 31.24	\$ 31.24	\$ 62.48	
01 6940 4941 212 000 000	Instructional Aides / Group Insurance	\$ 1,813.24	\$ 1,835.73	\$ 3,648.97	
01 6940 4941 216 000 000	Professional Non-Certificated / Group Insurance	\$ 1,091.83	\$ 1,099.55	\$ 2,191.38	
01 6940 4941 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ 734.23	\$ 734.23	\$ 1,468.46	
01 6940 4941 220 000 000	Non-Instructional / FICA	\$ 2,219.29	\$ 1,869.13	\$ 4,088.42	
01 6940 4941 220 000 000 2	Non-Instructional / FICA	\$ 151.64	\$ 151.64	\$ 303.28	
01 6940 4941 221 000 000	Certificated / FICA	\$ 450.22	\$ 450.22	\$ 900.44	
01 6940 4941 222 000 000	Instructional Aides / FICA	\$ 1,595.64	\$ 1,333.32	\$ 2,928.96	
01 6940 4941 223 000 000	Substitutes / FICA	\$ -	\$ -	\$ -	
01 6940 4941 226 000 000	Professional Non-Certificated / FICA	\$ 1,396.80	\$ 1,396.80	\$ 2,793.60	
01 6940 4941 226 000 000 2	Professional Non-Certificated / FICA	\$ 707.40	\$ 707.40	\$ 1,414.80	
01 6940 4941 230 000 000	Non-Instructional / Retirement	\$ 2,973.37	\$ 2,522.15	\$ 5,495.52	
01 6940 4941 230 000 000 2	Non-Instructional / Retirement	\$ 207.72	\$ 207.72	\$ 415.44	
01 6940 4941 231 000 000	Certificated / Retirement	\$ 581.33	\$ 581.33	\$ 1,162.66	
01 6940 4941 232 000 000	Instructional Aides /Retirement	\$ 2,129.06	\$ 1,790.36	\$ 3,919.42	
01 6940 4941 236 000 000	Professional Non-Certificated / Retirement	\$ 1,871.17	\$ 1,871.16	\$ 3,742.33	
01 6940 4941 236 000 000 2	Professional Non-Certificated / Retirement	\$ 962.16	\$ 962.16	\$ 1,924.32	
01 6940 4941 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ -	
01 6940 4941 270 000 000	Non Instructional Work Comp	\$ -	\$ -	\$ -	
01 6940 4941 270 000 000 2	Non Instructional Work Comp	\$ -	\$ -	\$ -	
01 6940 4941 272 000 000	Instructional Aides / Workers Comp	\$ -	\$ -	\$ -	
01 6940 4941 276 000 000	Proff Non Cert Work Comp	\$ -	\$ -	\$ -	
01 6940 4941 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ -	\$ -	\$ -	
01 6940 4941 290 000 000	Non Instructional / Other Benefits	\$ 3.58	\$ 3.58	\$ 7.16	
01 6940 4941 290 000 000 2	Non Instructional / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4941 291 000 000	Certificated / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4941 292 000 000	Instructional Aides / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4941 296 000 000	Professional Non-Certificated / Other Benefits	\$ 1.10	\$ 1.10	\$ 2.20	
01 6940 4941 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ 3.58	\$ 3.58	\$ 7.16	
01 6940 4941 330 000 000	Employee Training and Development	\$ -	\$ -	\$ -	
01 6940 4941 333 000 000	Staff Mileage Reimbursement	\$ -	\$ -	\$ -	
01 6940 4941 340 000 000	Professional Services - Miscellaneous	\$ 373.75	\$ -	\$ 373.75	
01 6940 4941 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ -	
01 6940 4941 340 430 000	Professional Services - Vehicle Maintenance	\$ -	\$ 356.59	\$ 356.59	
01 6940 4941 340 497 000	Professional Services - Building Maintenance	\$ -	\$ -	\$ -	
01 6940 4941 340 540 000	Professional Services - Advertising	\$ -	\$ -	\$ -	
01 6940 4941 340 591 000	Professional Services - School District	\$ -	\$ -	\$ -	
01 6940 4941 340 683 000	Professional Services - Employee Health	\$ 135.34	\$ -	\$ 190.89	
01 6940 4941 340 685 000	Professional Services - Background Checks	\$ 122.85	\$ 6.89	\$ 129.74	
01 6940 4941 340 685 000 2	Other Professional Services	\$ -	\$ -	\$ -	
01 6940 4941 382 000 000	Distance Education and Telecommunications	\$ 412.29	\$ 284.85	\$ 854.57	
01 6940 4941 382 000 000 2	Distance Education and Telecommunications	\$ 32.50	\$ 32.50	\$ 65.00	
01 6940 4941 490 000 000	Other Purchased Property Services	\$ 1,154.60	\$ 1,048.60	\$ 2,089.80	
01 6940 4941 490 410 000	Other Purchased Property Services - Supplies	\$ -	\$ -	\$ -	
01 6940 4941 490 441 000	Rentals of Land and Buildings	\$ 2,705.77	\$ 2,705.77	\$ 7,995.21	
01 6940 4941 490 441 000 2	Rentals of Land and Buildings	\$ 409.91	\$ 409.91	\$ 1,181.56	
01 6940 4941 490 497 000	Other Supplies and Materials	\$ -	\$ -	\$ -	
01 6940 4941 531 000 000	Postage	\$ 81.35	\$ 66.27	\$ 147.62	
01 6940 4941 550 000 000	Printing and Binding	\$ 165.29	\$ 198.01	\$ 363.30	
01 6940 4941 550 000 000 2	Printing and Binding	\$ 46.49	\$ 55.69	\$ 102.18	
01 6940 4941 569 000 000	Tuition to Other School Districts	\$ 49,001.00	\$ 49,001.00	\$ 98,002.00	
01 6940 4941 580 471 000	Travel Expense - Parent Engagement	\$ -	\$ 50.96	\$ 50.96	
01 6940 4941 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ -	
01 6940 4941 580 670 000	Travel Expense - Local Travel	\$ -	\$ 740.12	\$ 740.12	
01 6940 4941 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -	
01 6940 4941 610 000 000	Supplies	\$ -	\$ -	\$ -	
01 6940 4941 610 000 000 2	Supplies	\$ -	\$ -	\$ -	
01 6940 4941 610 410 000	Supplies - General Supplies	\$ 193.43	\$ 583.74	\$ 737.48	
01 6940 4941 610 412 000	Supplies - Office Supplies	\$ -	\$ 23.39	\$ 23.39	
01 6940 4941 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -	
01 6940 4941 610 415 000	Supplies - Co-Op Purchases	\$ -	\$ -	\$ -	
01 6940 4941 610 428 000	Supplies - Classroom Supplies	\$ 196.71	\$ 643.24	\$ 839.95	
01 6940 4941 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ -	
01 6940 4941 610 471 000	Supplies - Policy Council /Socialization	\$ 122.23	\$ 294.72	\$ 416.95	
01 6940 4941 610 471 000 2	Supplies - Policy Council /Socialization	\$ -	\$ -	\$ -	
01 6940 4941 610 495 000	Supplies - Nursery Supplies	\$ 19.97	\$ -	\$ 19.97	
01 6940 4941 610 497 000	Supplies - Building Maintenance	\$ 3.94	\$ 248.74	\$ 252.68	
01 6940 4941 610 540 000	Supplies - Advertising	\$ -	\$ -	\$ -	
01 6940 4941 610 621 000	Supplies - Utility Services	\$ 543.47	\$ 259.38	\$ 1,216.49	
01 6940 4941 610 626 000	Supplies - Bus Fuel	\$ 242.33	\$ 447.94	\$ 690.27	
01 6940 4941 610 643 000	Web/Cloud Based Software	\$ 2,511.64	\$ -	\$ 2,511.64	
01 6940 4941 650 460 000	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4941 650 460 000 2	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4941 650 465 000	Technology - Computer Software	\$ -	\$ -	\$ -	
01 6940 4941 739 000 000	Machinery	\$ -	\$ -	\$ -	
01 6940 4941 810 000 000	Dues and Fees	\$ 994.50	\$ 10.75	\$ 1,005.25	
01 6940 4941 810 430 000	Dues and Fees - Auto Supplies	\$ -	\$ -	\$ -	
01 6940 4941 950 000 000 2	Indirect Costs	\$ -	\$ -	\$ -	
		\$ 168,984.14	\$ 158,139.73	\$ 330,542.81	\$ 2,051,842.00
01 6940 4941 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$31,344.33 ADMINISTRATIVE Expense YTD TOTAL		Percent of Budget Period (3 of 12 mo)	Percent Expended	
			25.0%	16.1%	

	PP3-1 6940-4945				
	HEAD START - TTA				
	(Training and Technical Assistance)				
	JUNE 2025				
		CURRENT	PREVIOUS	YTD	2025-2026 BUDGET
		MONTH	MONTH	BUDGET PERIOD	
Account Number	Account Description	June 2025	May 2025	04/01/25 - 3/31/26	TTA
					HEAD START
01 6940 4945 330 692 000	Dues and Fees	\$ -	\$ -	\$ -	
01 6940 4945 330 692 000 2	Dues and Fees	\$ -	\$ -	\$ -	
01 6940 4945 340 000 000	Professional Services	\$ -	\$ -	\$ -	
01 6940 4945 340 675 000	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4945 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4945 340 692 000	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4945 340 692 000 2	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4945 580 672 000	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ -	
01 6940 4945 580 672 000 2	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ -	
01 6940 4945 610 410 000	Supplies - Material Costs	\$ -	\$ -	\$ -	
01 6940 4945 610 490 000	Supplies - Food Costs	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ 26,931.00
01 6940 4945 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
		Percent of Budget Period (3 of 12 mo)		Percent Expended	
	\$0.00 ADMINISTRATIVE Expense YTD TOTAL	25.0%		0.0%	

PP3-1 6940-4943					
EARLY HEAD START - OPERATING					
JUNE 2025					
		CURRENT	PREVIOUS	Budget Period	2025-2026 BUDGET
		MONTH	MONTH	YTD	
Account Number	Account Description	June 2025	May 2025	04/01/25 - 3/31/26	04/01/25 - 3/31/26
01 6940 4943 110 000 000	Non-Instructional / Staff	\$ 16,944.68	\$ 17,012.38	\$ 33,957.06	
01 6940 4943 110 000 000 2	Non-Instructional / Staff	\$ 1,132.32	\$ 1,132.32	\$ 2,264.64	
01 6940 4943 112 000 000	Instructional Aides	\$ 67,918.91	\$ 68,733.50	\$ 136,652.41	
01 6940 4943 116 000 000	Professional Non-Certificated /Staff	\$ 14,678.12	\$ 14,742.28	\$ 29,420.40	
01 6940 4943 116 000 000 2	Professional Non-Certificated /Staff	\$ 4,733.79	\$ 4,755.11	\$ 9,488.90	
01 6940 4943 210 000 000	Non Instructional / Group Insurance	\$ 910.77	\$ 920.93	\$ 1,831.70	
01 6940 4943 210 000 000 2	Non Instructional / Group Insurance	\$ 197.26	\$ 197.26	\$ 394.52	
01 6940 4943 212 000 000	Instructional Aides / Group Insurance	\$ 3,012.65	\$ 2,188.39	\$ 5,201.04	
01 6940 4943 216 000 000	Professional Non-Certificated / Group Insurance	\$ 943.45	\$ 943.45	\$ 1,886.90	
01 6940 4943 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ 354.66	\$ 354.66	\$ 709.32	
01 6940 4943 220 000 000	Non-Instructional / FICA	\$ 1,254.62	\$ 1,251.14	\$ 2,505.76	
01 6940 4943 220 000 000 2	Non-Instructional / FICA	\$ 81.65	\$ 81.65	\$ 163.30	
01 6940 4943 222 000 000	Instructional Aides / FICA	\$ 5,137.27	\$ 5,144.60	\$ 10,281.87	
01 6940 4943 226 000 000	Professional Non-Certificated / FICA	\$ 1,063.33	\$ 1,063.33	\$ 2,126.66	
01 6940 4943 226 000 000 2	Professional Non-Certificated / FICA	\$ 342.85	\$ 342.85	\$ 685.70	
01 6940 4943 230 000 000	Non-Instructional / Retirement	\$ 1,673.77	\$ 1,669.29	\$ 3,343.06	
01 6940 4943 230 000 000 2	Non-Instructional / Retirement	\$ 111.85	\$ 111.85	\$ 223.70	
01 6940 4943 232 000 000	Instructional Aides /Retirement	\$ 6,708.93	\$ 6,565.30	\$ 13,274.23	
01 6940 4943 236 000 000	Professional Non-Certificated / Retirement	\$ 1,449.88	\$ 1,449.88	\$ 2,899.76	
01 6940 4943 236 000 000 2	Professional Non-Certificated / Retirement	\$ 467.60	\$ 467.60	\$ 935.20	
01 6940 4943 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ -	
01 6940 4943 270 000 000	Non Instructional Work Comp	\$ -	\$ -	\$ -	
01 6940 4943 270 000 000 2	Non Instructional Work Comp	\$ -	\$ -	\$ -	
01 6940 4943 272 000 000	Instructional Aides / Workers Comp	\$ -	\$ -	\$ -	
01 6940 4943 276 000 000	Prof Non Cert Work Comp	\$ -	\$ -	\$ -	
01 6940 4943 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ -	\$ -	\$ -	
01 6940 4943 290 000 000	Non-Instructional / Other Benefits	\$ 1.92	\$ 1.92	\$ 3.84	
01 6940 4943 290 000 000 2	Non-Instructional / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4943 292 000 000	Instructional Aides / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4943 296 000 000	Professional Non-Certificated / Other Benefits	\$ 4.40	\$ 4.40	\$ 8.80	
01 6940 4943 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ 1.92	\$ 1.92	\$ 3.84	
01 6940 4943 330 000 000	Employee Training and Development	\$ -	\$ -	\$ -	
01 6940 4943 333 000 000	Staff Mileage Reimbursement	\$ -	\$ -	\$ -	
01 6940 4943 340 000 000	Professional Services - Miscellaneous	\$ 1,121.25	\$ -	\$ 1,121.25	
01 6940 4943 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ -	
01 6940 4943 340 430 000	Professional Services - Vehicle Maintenance	\$ -	\$ -	\$ -	
01 6940 4943 340 471 000	Other Professional Services	\$ -	\$ -	\$ -	
01 6940 4943 340 497 000	Professional Services - Building Maintenance	\$ -	\$ -	\$ -	
01 6940 4943 340 540 000	Professional Services - Advertising	\$ -	\$ -	\$ -	
01 6940 4943 340 683 000	Professional Services - Employee Health	\$ 167.66	\$ -	\$ 314.11	
01 6940 4943 340 685 000	Professional Services - Background Checks	\$ 228.15	\$ 33.61	\$ 261.76	
01 6940 4943 340 685 000 2	Other Professional Services	\$ -	\$ -	\$ -	
01 6940 4943 382 000 000	Distance Education and Telecommunications	\$ 425.86	\$ 32.80	\$ 851.72	
01 6940 4943 382 000 000 2	Distance Education and Telecommunications	\$ 17.50	\$ 17.50	\$ 35.00	
01 6940 4943 490 000 000	Other Purchased Property Services	\$ 2,165.00	\$ 2,059.00	\$ 3,657.00	
01 6940 4943 490 441 000	Rentals of Land and Buildings	\$ 3,333.85	\$ 3,333.85	\$ 9,964.47	
01 6940 4943 490 441 000 2	Rentals of Land and Buildings	\$ 124.67	\$ 124.67	\$ 359.36	
01 6940 4943 490 497 000	Other Supplies and Materials	\$ -	\$ -	\$ -	
01 6940 4943 531 000 000	Postage	\$ 55.00	\$ -	\$ 55.00	
01 6940 4943 550 000 000	Printing and Binding	\$ 273.75	\$ 327.96	\$ 601.71	
01 6940 4943 550 000 000 2	Printing and Binding	\$ 30.99	\$ 37.13	\$ 68.12	
01 6940 4943 580 471 000	Travel Expense - Parent Engagement	\$ -	\$ -	\$ -	
01 6940 4943 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ -	
01 6940 4943 580 670 000	Travel Expense - Local Travel	\$ 104.72	\$ 90.77	\$ 195.49	
01 6940 4943 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -	
01 6940 4943 610 000 000	Supplies	\$ -	\$ -	\$ -	
01 6940 4943 610 000 000 2	Supplies	\$ -	\$ -	\$ -	
01 6940 4943 610 410 000	Supplies - General Supplies	\$ 296.08	\$ 1,667.77	\$ 1,776.74	
01 6940 4943 610 412 000	Supplies - Office Supplies	\$ -	\$ 12.59	\$ 12.59	
01 6940 4943 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -	
01 6940 4943 610 428 000	Supplies - Classroom Supplies	\$ 468.68	\$ 35.95	\$ 569.08	
01 6940 4943 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ -	
01 6940 4943 610 471 000	Supplies - Policy Council /Socialization	\$ 127.68	\$ 438.06	\$ 565.74	
01 6940 4943 610 471 000 2	Supplies - Policy Council /Socialization	\$ -	\$ -	\$ -	
01 6940 4943 610 495 000	Supplies - Nursery Supplies	\$ 738.39	\$ 578.16	\$ 1,560.54	
01 6940 4943 610 497 000	Supplies - Building Maintenance	\$ 33.59	\$ 550.18	\$ 583.77	
01 6940 4943 610 540 000	Supplies - Advertising	\$ -	\$ -	\$ -	
01 6940 4943 610 621 000	Supplies - Utility Services	\$ 947.81	\$ 197.30	\$ 1,626.83	
01 6940 4943 610 643 000	Technology - Software	\$ 3,018.34	\$ -	\$ 3,018.34	
01 6940 4943 650 460 000	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4943 650 460 000 2	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4943 650 465 000	Technology - Computer Software	\$ -	\$ -	\$ -	
01 6940 4943 739 000 000	Machinery	\$ -	\$ -	\$ -	
01 6940 4943 810 000 000	Dues and Fees	\$ 535.50	\$ 89.21	\$ 624.71	
01 6940 4943 950 000 000 2	Indirect Costs	\$ -	\$ -	\$ -	
		\$ 143,341.07	\$ 138,762.52	\$ 286,085.94	\$ 1,707,358.00
01 6940 4943 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$15,331.60 ADMINISTRATIVE Expense YTD TOTAL	54	Percent of Budget Period (3 of 12 mo)	25.0%	Percent Expended 16.8%

PP3-1 6940-4946					
EARLY HEAD START - TTA					
(Training and Technical Assistance)					
JUNE 2025					
		CURRENT	PREVIOUS	YTD	2025-2026 BUDGET
		MONTH	MONTH	BUDGET PERIOD	TTA
Account Number	Account Description	June 2025	May 2025	04/01/25 - 3/31/26	EARLY HEAD START
01 6940 4946 330 675 000	Transportation Services	\$ -	\$ -	\$ -	
01 6940 4946 330 692 000	TUITION EXPENSE FOR EMPLOYEES	\$ -	\$ -	\$ -	
01 6940 4946 330 692 000 2	TUITION EXPENSE FOR EMPLOYEES	\$ -	\$ -	\$ -	
01 6940 4946 340 000 000	Professional Services	\$ -	\$ -	\$ -	
01 6940 4946 340 675 000	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4946 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4946 340 692 000	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4946 340 692 000 2	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4946 580 672 000	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ -	
01 6940 4946 580 672 000 2	Travel Expense - Out of Town Travel	\$ -	\$ -	\$ -	
01 6940 4946 610 410 000	Supplies - Material Costs	\$ -	\$ -	\$ -	
01 6940 4946 610 490 000	Supplies - Food Costs	\$ -	\$ -	\$ -	
		\$ -	\$ -	\$ -	\$ 23,356.00
01 6940 4946 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$0.00 ADMINISTRATIVE Expense YTD TOTAL			Percent of Budget Period (3 of 12 mo) 25.0%	Percent Expended 0.0%

**2025-2026 Budget Period
HS/EHS Administrative Percentage
As of June 30, 2025**

Head Start Operating ADMIN Expenses YTD	\$	31,344.33
Head Start TTA ADMIN Expenses YTD	\$	-
Early Head Start Operating ADMIN Expenses YTD	\$	15,331.60
Early Head Start TTA ADMIN Expenses YTD	\$	-
TOTAL ADMIN EXPENSES YTD	\$	46,675.93

TOTAL Head Start Operating Expenses YTD	\$	330,542.81
TOTAL Head Start TTA Expenses YTD	\$	-
TOTAL Early Head Start Operating Expenses YTD	\$	286,085.94
TOTAL Early Head Start TTA Expenses YTD	\$	-
HS/EHS Inkind YTD	\$	103,669.49
TOTAL PROGRAM EXPENSES YTD	\$	720,298.24

YTD ADMINISTRATIVE PERCENTAGE **6.48%**
 (Total Admin Expense YTD/Total Program Expense YTD)

Pd 6/28/2025

Chk #23911

Cardholder Name and Account Number
KERRY MEHLING
4215 AVENUE I
XXXX-XXXX-XXXX-1800

VISA Page 1 of 2



Platte Valley Bank
A Platte Valley Company

Account Information		Account Summary	
Statement Closing Date	06/02/2025	Previous Balance	\$0.00

Transactions				
Post Date	Trans Date	Reference	Description	Amount
05/04	05/01	24789303SJR1LZGRQ	PANHANDLE PARTNERSHIP INC308-6333818 NE MCC: 8398 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$245.00
05/04	05/02	24226383V08PVPFWE	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$19.32
05/04	05/02	24455013S447XRZFY	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$147.10
05/04	05/02	24455013S447XRZH8	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$224.98
05/08	05/07	24455013Z447XRXQ9	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$22.18
05/13	05/12	242263845091W1V8W	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361	\$25.08
05/13	05/12	244450045BLL1K60X	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000383529	\$65.84
05/20	05/19	24445004Q00LVAJ0G	DOLLARTREE SCOTTSBLUFF NE MCC: 5331 MERCHANT ZIP: 69361 SALES TAX: \$ 2.12 TAX INCLUDED: 1	\$25.62
05/21	05/20	24226384D09A1AQTK	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$27.34
05/21	05/20	24435654D2EX2ZQ4R	NATIONAL HEAD START ASSO 703-739-0875 VA MCC: 8398 MERCHANT ZIP: 22314 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$1,530.00
05/23	05/22	24226384F09Q559TY	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$181.82
05/23	05/22	24226384F09Q559W8	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$98.02
05/23	05/22	24455014E447XRYEB	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$255.62
05/25	05/24	24445004G8PPKML35	FSP*PAPA MOON SCOTTSBLUFF NE MCC: 5813 MERCHANT ZIP:	\$1,275.58
05/26	05/24	74445004G8R5766SF	FSP*PAPA MOON SCOTTSBLUFF NE MCC: 5813 MERCHANT ZIP:	-\$14.00
05/27	05/26	24231684KA86QZS4M	CHILI'S #6936 SCOTTSBLUFF NE MCC: 5812 MERCHANT ZIP:	\$29.59
05/29	05/27	24692164L306SLK4G	QDOBA 3074 SCOTTSBLUFF NE MCC: 5814 MERCHANT ZIP: 69361 SALES TAX: \$ 1.03 TAX INCLUDED: 1 CUSTOMER CODE: 10043	\$17.88
05/31	05/30	24445004N8PRGDPM8	FSP*FLYOVER BREWING COMPASCOTTSBLUFF NE MCC: 5813 MFRCHANT ZIP:	\$33.31



Platte Valley Bank
A Platte Valley Company

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



Account Information		Account Summary	
Statement Closing Date	06/03/2025	Previous Balance	\$0.00

Transactions				
Post Date	Trans Date	Reference	Description	Amount
05/07	05/06	24445003ZBLKYPZE6	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000048794	\$107.83
05/07	05/06	24445003ZBLKYPZGF	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000049325	\$54.65
05/07	05/06	24445003ZBLKYPZK1	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000041944	\$27.88
05/08	05/07	24137463Z8R29WEW7	USPS PO BOXES ONLINE 800-344-7779 DC MCC: 9402 MERCHANT ZIP: 20260 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 71012893	\$110.00
05/08	05/07	24692163Z31649QA1	SQ *DAYLIGHT DONUTS SCOTTSBLUFF NE	\$105.00
05/08	05/07	74609053Z2X4VL2J8	KAHOOT! ASA OSLO NO MCC: 5734 MERCHANT ZIP:	\$708.00
05/09	05/08	2411343405SGW1XZF	THE WEBSTAUARANT STORE INC717-392-7472 PA MCC: 5099 MERCHANT ZIP: 17602 SALES TAX: \$ 6.64 TAX INCLUDED: 1 CUSTOMER CODE: 110830414	\$101.47
05/14	05/13	244450046BLL0S9TZ	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000497372	\$22.62
05/15	05/14	2422638470940NZE6	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$17.50
05/15	05/14	247170547JM9P6NHH	UNL CCFL 402-4723479 NE MCC: 8299 MERCHANT ZIP: 68588 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: RRG4Z1V4	\$1,200.00
05/16	05/15	244450048BLL3WA9Z	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000191127	\$210.39
05/16	05/15	2469216472YSDBVHV	AMAZON MKTPL*NZ7TG73K2 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-11674	\$31.57
05/18	05/16	244550148447XT0J3	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$41.91
05/21	05/20	24011344Q2X7EXD7F	AMAZON RETA* NZ2O53WT2 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-11706	\$93.62
05/21	05/20	24011344Q2X77XRKE	AMAZON RETA* NZ0OK8OX1 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMFR CODF: H25-11706	\$12.19

05/21	05/20	24692164Q32VXZAL6	CUSTOMER CODE: H25-11706 AMAZON MKTPL* NZ6PG0CR1 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-11706	\$110.97
05/22	05/21	24011344D2X5ZPDRE	AMAZON RETA* NN3809OH2 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-11706	\$39.52
05/30	05/29	24445004NBLL2QYVM	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000103925	\$412.54
06/03	06/03	000000000000COMPC	TOTAL PURCHASES \$3,407.66 TOTAL \$3,407.66 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD	



Platte Valley Bank
A Platte Valley Company

Cardholder Name and Account Number

HEAD START 1
4215 AVENUE I
XXXX-XXXX-XXXX-9265



Page 1 of 2

Account Information

Statement Closing Date 06/03/2025

Account Summary

Previous Balance \$0.00

Transactions				
Post Date	Trans Date	Reference	Description	Amount
05/04	05/02	24193043V06F69J5R	Frankies Bar -N-Grill Bridgeport NE MCC: 5812 MERCHANT ZIP:	\$114.04
05/09	05/08	246921640325YAFHV	SQ "CALL ME CUPCAKE" Bridgeport NE MCC: 5814 MERCHANT ZIP: 69336 SALES TAX: \$ 0.00 TAX INCLUDED:	\$45.53
06/03	06/03	000000000000COMPC	TOTAL PURCHASES \$159.57 TOTAL \$159.57 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD	



Platte Valley Bank
A Platte Valley Company

Cardholder Name and Account Number

HEAD START 2
4215 AVENUE I
XXXX-XXXX-XXXX-9273



Page 1 of 2

Account Information

Statement Closing Date 06/03/2025

Account Summary

Previous Balance \$0.00

Transactions				
Post Date	Trans Date	Reference	Description	Amount
05/16	05/14	2413746475SF17MW9	HOBBY-LOBBY #639 SCOTTSBLUFF NE MCC: 5945 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$174.29
05/21	05/20	24692164Q32Z7F40J	WALMART.COM 800-925-6278 AR MCC: 5310 MERCHANT ZIP: 72716 SALES TAX: \$ 0.00 TAX INCLUDED:	\$42.96
05/22	05/20	24445004D5SQ2000K	WALMART.COM 8009256278 800-966-6546 AR MCC: 5310 MERCHANT ZIP: 72716 SALES TAX: \$ 0.00 TAX INCLUDED:	\$42.96
06/03	06/03	000000000000COMPC	TOTAL PURCHASES \$260.21	

	ONE-TIME FUNDING				
	6940 4956				
	JUNE 2025				
					ONE TIME FUNDS
		Current Month	Previous Month	YTD	BUDGET
Account Number	Account Description	June 2025	May 2025	4/1/24-3/31/25	4/01/24-3/31/25
01 6940 4956 330 000 000	Professional Services - Conference Registration	\$ 1,445.00	\$ 235.49	\$ 20,774.57	
01 6940 4956 490 441 000	Rent	\$ -	\$ -	\$ 1,776.00	
01 6940 4956 610 000 000	Supplies - General	\$ 1,957.39	\$ 1,112.73	\$ 89,870.43	
		\$ 3,402.39	\$ 1,348.22	\$ 112,421.00	\$ 112,421.00

PP3-1 6940-4941 HEAD START - OPERATING JULY 2025					
		CURRENT	PREVIOUS	Budget Period	2025-2026 BUDGET
		MONTH	MONTH	YTD	
Account Number	Account Description	July 2025	June 2025	04/01/25 - 3/31/26	04/01/25 - 3/31/26
01 6940 4941 110 000 000	Non-Instructional / Staff	\$ 24,332.58	\$ 30,101.51	\$ 80,111.19	
01 6940 4941 110 000 000 2	Non-Instructional / Staff	\$ 2,102.88	\$ 2,102.88	\$ 6,308.64	
01 6940 4941 111 000 000	Certificated / Salaries	\$ 5,863.45	\$ 5,885.20	\$ 17,655.60	
01 6940 4941 112 000 000	Instructional Aides	\$ 21,234.98	\$ 21,554.20	\$ 61,068.73	
01 6940 4941 113 000 000	Substitute	\$ -	\$ -	\$ -	
01 6940 4941 116 000 000	Professional Non-Certificated /Staff	\$ 19,890.54	\$ 18,943.18	\$ 57,886.74	
01 6940 4941 116 000 000 2	Professional Non-Certificated /Staff	\$ 9,698.23	\$ 9,740.64	\$ 29,221.92	
01 6940 4941 210 000 000	Non Instructional / Group Insurance	\$ 1,896.23	\$ 1,896.23	\$ 5,741.84	
01 6940 4941 210 000 000 2	Non Instructional / Group Insurance	\$ 366.34	\$ 366.34	\$ 1,099.02	
01 6940 4941 211 000 000	Certificated / Group Insurance	\$ 31.24	\$ 31.24	\$ 93.72	
01 6940 4941 212 000 000	Instructional Aides / Group Insurance	\$ 1,830.77	\$ 1,813.24	\$ 5,479.74	
01 6940 4941 216 000 000	Professional Non-Certificated / Group Insurance	\$ 1,099.55	\$ 1,091.83	\$ 3,290.93	
01 6940 4941 216 000 000 2	Professional Non-Certificated / Group Insurance	\$ 734.23	\$ 734.23	\$ 2,202.69	
01 6940 4941 220 000 000	Non-Instructional / FICA	\$ 1,788.94	\$ 2,219.29	\$ 5,877.36	
01 6940 4941 220 000 000 2	Non-Instructional / FICA	\$ 151.64	\$ 151.64	\$ 454.92	
01 6940 4941 221 000 000	Certificated / FICA	\$ 450.22	\$ 450.22	\$ 1,350.66	
01 6940 4941 222 000 000	Instructional Aides / FICA	\$ 1,583.74	\$ 1,595.64	\$ 4,512.70	
01 6940 4941 223 000 000	Substitutes / FICA	\$ -	\$ -	\$ -	
01 6940 4941 226 000 000	Professional Non-Certificated / FICA	\$ 1,477.69	\$ 1,396.80	\$ 4,271.29	
01 6940 4941 226 000 000 2	Professional Non-Certificated / FICA	\$ 707.40	\$ 707.40	\$ 2,122.20	
01 6940 4941 230 000 000	Non-Instructional / Retirement	\$ 1,977.69	\$ 2,973.37	\$ 7,473.21	
01 6940 4941 230 000 000 2	Non-Instructional / Retirement	\$ 169.91	\$ 207.72	\$ 585.35	
01 6940 4941 231 000 000	Certificated / Retirement	\$ 475.52	\$ 581.33	\$ 1,638.18	
01 6940 4941 232 000 000	Instructional Aides /Retirement	\$ 1,392.33	\$ 2,129.06	\$ 5,311.75	
01 6940 4941 236 000 000	Professional Non-Certificated / Retirement	\$ 1,616.03	\$ 1,871.17	\$ 5,358.36	
01 6940 4941 236 000 000 2	Professional Non-Certificated / Retirement	\$ 787.04	\$ 962.16	\$ 2,711.36	
01 6940 4941 262 000 000	Instructional Aides / Unemployment	\$ -	\$ -	\$ -	
01 6940 4941 270 000 000	Non Instructional Work Comp	\$ -	\$ -	\$ -	
01 6940 4941 270 000 000 2	Non Instructional Work Comp	\$ -	\$ -	\$ -	
01 6940 4941 272 000 000	Instructional Aides / Workers Comp	\$ -	\$ -	\$ -	
01 6940 4941 276 000 000	Proff Non Cert Work Comp	\$ -	\$ -	\$ -	
01 6940 4941 276 000 000 2	Professional Non-Certificated / Workers Comp	\$ -	\$ -	\$ -	
01 6940 4941 290 000 000	Non Instructional / Other Benefits	\$ 147.13	\$ 3.58	\$ 154.29	
01 6940 4941 290 000 000 2	Non Instructional / Other Benefits	\$ -	\$ -	\$ -	
01 6940 4941 291 000 000	Certificated / Other Benefits	\$ 21.75	\$ -	\$ 21.75	
01 6940 4941 292 000 000	Instructional Aides / Other Benefits	\$ 154.21	\$ -	\$ 154.21	
01 6940 4941 296 000 000	Professional Non-Certificated / Other Benefits	\$ 110.94	\$ 1.10	\$ 113.14	
01 6940 4941 296 000 000 2	Professional Non-Certificated / Other Benefits	\$ 45.99	\$ 3.58	\$ 53.15	
01 6940 4941 330 000 000	Employee Training and Development	\$ -	\$ -	\$ -	
01 6940 4941 333 000 000	Staff Mileage Reimbursement	\$ -	\$ -	\$ -	
01 6940 4941 340 000 000	Professional Services - Miscellaneous	\$ -	\$ 373.75	\$ 373.75	
01 6940 4941 340 317 000	Professional Services - Legal Services	\$ -	\$ -	\$ -	
01 6940 4941 340 430 000	Professional Services - Vehicle Maintenance	\$ -	\$ -	\$ 356.59	
01 6940 4941 340 497 000	Professional Services - Building Maintenance	\$ -	\$ -	\$ -	
01 6940 4941 340 540 000	Professional Services - Advertising	\$ -	\$ -	\$ -	
01 6940 4941 340 591 000	Professional Services - School District	\$ -	\$ -	\$ -	
01 6940 4941 340 683 000	Professional Services - Employee Health	\$ 139.38	\$ 135.34	\$ 330.27	
01 6940 4941 340 685 000	Professional Services - Background Checks	\$ 50.57	\$ 122.85	\$ 180.31	
01 6940 4941 340 685 000 2	Other Professional Services	\$ -	\$ -	\$ -	
01 6940 4941 382 000 000	Distance Education and Telecommunications	\$ 1,148.30	\$ 412.29	\$ 2,002.87	
01 6940 4941 382 000 000 2	Distance Education and Telecommunications	\$ 32.50	\$ 32.50	\$ 97.50	
01 6940 4941 490 000 000	Other Purchased Property Services	\$ 674.96	\$ 1,154.60	\$ 2,764.76	
01 6940 4941 490 410 000	Other Purchased Property Services - Supplies	\$ -	\$ -	\$ -	
01 6940 4941 490 441 000	Rentals of Land and Buildings	\$ 2,943.10	\$ 2,705.77	\$ 10,938.31	
01 6940 4941 490 441 000 2	Rentals of Land and Buildings	\$ 479.79	\$ 409.91	\$ 1,661.35	
01 6940 4941 490 497 000	Other Supplies and Materials	\$ -	\$ -	\$ -	
01 6940 4941 531 000 000	Postage	\$ 61.12	\$ 81.35	\$ 208.74	
01 6940 4941 550 000 000	Printing and Binding	\$ 165.29	\$ 165.29	\$ 528.59	
01 6940 4941 550 000 000 2	Printing and Binding	\$ 46.49	\$ 46.49	\$ 148.67	
01 6940 4941 569 000 000	Tuition to Other School Districts	\$ -	\$ 49,001.00	\$ 98,002.00	
01 6940 4941 580 471 000	Travel Expense - Parent Engagement	\$ 50.82	\$ -	\$ 101.78	
01 6940 4941 580 520 000	Insurance-Auto/Liability	\$ -	\$ -	\$ -	
01 6940 4941 580 670 000	Travel Expense - Local Travel	\$ 43.14	\$ -	\$ 783.26	
01 6940 4941 580 670 000 2	Travel Expense - Local Travel	\$ -	\$ -	\$ -	
01 6940 4941 610 000 000	Supplies	\$ -	\$ -	\$ -	
01 6940 4941 610 000 000 2	Supplies	\$ -	\$ -	\$ -	
01 6940 4941 610 410 000	Supplies - General Supplies	\$ 804.37	\$ 193.43	\$ 1,541.85	
01 6940 4941 610 412 000	Supplies - Office Supplies	\$ 21.16	\$ -	\$ 44.55	
01 6940 4941 610 412 000 2	Supplies - Office Supplies	\$ -	\$ -	\$ -	
01 6940 4941 610 415 000	Supplies - Co-Op Purchases	\$ -	\$ -	\$ -	
01 6940 4941 610 428 000	Supplies - Classroom Supplies	\$ 873.19	\$ 196.71	\$ 1,713.14	
01 6940 4941 610 430 000	Supplies - Vehicle Repair	\$ -	\$ -	\$ -	
01 6940 4941 610 471 000	Supplies - Policy Council /Socialization	\$ 102.11	\$ 122.23	\$ 519.06	
01 6940 4941 610 471 000 2	Supplies - Policy Council /Socialization	\$ 38.25	\$ -	\$ 38.25	
01 6940 4941 610 495 000	Supplies - Nursery Supplies	\$ 39.94	\$ 19.97	\$ 59.91	
01 6940 4941 610 497 000	Supplies - Building Maintenance	\$ 815.06	\$ 3.94	\$ 1,067.74	
01 6940 4941 610 540 000	Supplies - Advertising	\$ -	\$ -	\$ -	
01 6940 4941 610 621 000	Supplies - Utility Services	\$ 730.93	\$ 543.47	\$ 1,947.42	
01 6940 4941 610 626 000	Supplies - Bus Fuel	\$ -	\$ 242.33	\$ 690.27	
01 6940 4941 610 643 000	Web/Cloud Based Software	\$ -	\$ 2,511.64	\$ 2,511.64	
01 6940 4941 650 460 000	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4941 650 460 000 2	Technology - Computer Hardware	\$ -	\$ -	\$ -	
01 6940 4941 650 465 000	Technology - Computer Software	\$ -	\$ -	\$ -	
01 6940 4941 739 000 000	Machinery	\$ -	\$ -	\$ -	
01 6940 4941 810 000 000	Dues and Fees	\$ 56.97	\$ 994.50	\$ 1,062.22	
01 6940 4941 810 430 000	Dues and Fees - Auto Supplies	\$ -	\$ -	\$ -	
01 6940 4941 950 000 000 2	Indirect Costs	\$ -	\$ -	\$ -	
		\$ 111,456.63	\$ 168,984.14	\$ 441,999.44	\$ 2,051,842.00
01 6940 4941 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$46,666.77 ADMINISTRATIVE Expense YTD TOTAL		Percent of Budget Period (4 of 12 mo)	Percent Expended	
			33.3%	21.5%	

		PP3-1 6940-4945			
		HEAD START - TTA			
		(Training and Technical Assistance)			
		JULY 2025			
		CURRENT	PREVIOUS	YTD	2025-2026 BUDGET TTA HEAD START
		MONTH	MONTH	BUDGET PERIOD	
Account Number	Account Description	July 2025	June 2025	04/01/25 - 3/31/26	
01 6940 4945 330 675 000	Employee Development	\$ 2,006.12	\$ -	\$ 2,006.12	
01 6940 4945 330 675 000 2	Employee Development	\$ 860.47	\$ -	\$ 860.47	
01 6940 4945 330 692 000	Dues and Fees	\$ 217.97	\$ -	\$ 217.97	
01 6940 4945 330 692 000 2	Dues and Fees	\$ -	\$ -	\$ -	
01 6940 4945 340 000 000	Professional Services	\$ -	\$ -	\$ -	
01 6940 4945 340 675 000	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4945 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4945 340 692 000	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4945 340 692 000 2	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4945 610 410 000	Supplies - Material Costs	\$ -	\$ -	\$ -	
01 6940 4945 610 490 000	Supplies - Food Costs	\$ -	\$ -	\$ -	
		\$ 3,084.56	\$ -	\$ 3,084.56	\$ 26,931.00
01 6940 4945 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$860.47 ADMINISTRATIVE Expense YTD TOTAL		Percent of Budget Period (4 of 12 mo)	Percent Expended	
			33.3%	11.5%	

PP3-1 6940-4946					
EARLY HEAD START - TTA					
(Training and Technical Assistance)					
JULY 2025					
		CURRENT	PREVIOUS	YTD	2025-2026 BUDGET
		MONTH	MONTH	BUDGET PERIOD	TTA
Account Number	Account Description	July 2025	June 2025	04/01/25 - 3/31/26	EARLY HEAD START
01 6940 4946 330 675 000	Employee Development	\$ 4.90	\$ -	\$ 4.90	
01 6940 4946 330 675 000 2	Employee Development	\$ -	\$ -	\$ -	
01 6940 4946 330 692 000	TUITION EXPENSE FOR EMPLOYEES	\$ -	\$ -	\$ -	
01 6940 4946 330 692 000 2	TUITION EXPENSE FOR EMPLOYEES	\$ -	\$ -	\$ -	
01 6940 4946 340 000 000	Professional Services	\$ -	\$ -	\$ -	
01 6940 4946 340 675 000	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4946 340 675 000 2	Employee Development - Conference Registration	\$ -	\$ -	\$ -	
01 6940 4946 340 692 000	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4946 340 692 000 2	Employee Development - Tuition Expense	\$ -	\$ -	\$ -	
01 6940 4946 610 410 000	Supplies - Material Costs	\$ -	\$ -	\$ -	
01 6940 4946 610 490 000	Supplies - Food Costs	\$ -	\$ -	\$ -	
		\$ 4.90	\$ -	\$ 4.90	\$ 23,356.00
01 6940 4946 xxx xxx xxx 2	Notates ADMINISTRATIVE Expense				
	\$0.00 ADMINISTRATIVE Expense YTD TOTAL			Percent of Budget Period (4 of 12 mo) 33.3%	Percent Expended 0.0%

**2025-2026 Budget Period
HS/EHS Administrative Percentage
As of July 31, 2025**

Head Start Operating ADMIN Expenses YTD	\$	46,666.77
Head Start TTA ADMIN Expenses YTD	\$	860.47
Early Head Start Operating ADMIN Expenses YTD	\$	22,844.45
Early Head Start TTA ADMIN Expenses YTD	\$	-
TOTAL ADMIN EXPENSES YTD	\$	70,371.69

TOTAL Head Start Operating Expenses YTD	\$	441,999.44
TOTAL Head Start TTA Expenses YTD	\$	3,084.56
TOTAL Early Head Start Operating Expenses YTD	\$	428,569.29
TOTAL Early Head Start TTA Expenses YTD	\$	4.90
HS/EHS Inkind YTD	\$	121,438.95
TOTAL PROGRAM EXPENSES YTD	\$	995,097.14

YTD ADMINISTRATIVE PERCENTAGE **7.07%**
 (Total Admin Expense YTD/Total Program Expense YTD)

Pd 7/25/2025

Chk #24030

Cardholder Name and Account Number

KERRY MEHLING
4215 AVENUE I
XXXX-XXXX-XXXX-1800



Platte Valley Bank
A Platte Valley Company

Account Information		Account Summary	
Statement Closing Date	07/02/2025	Previous Balance	\$0.00

Transactions				
Post Date	Trans Date	Reference	Description	Amount
06/03	06/02	24034544T009EL343	PHILLIPS 66 - CORNHUSKERSGRAND ISLAND NE MCC: 5542 MERCHANT ZIP: 68803 SALES TAX: \$ 0.03 TAX INCLUDED: 1 CUSTOMER CODE: P69031	\$32.61
06/03	06/02	24943004S6BSM1LXA	CULVERS OF GRAND ISLAND GRAND ISLAND NE MCC: 5812 MERCHANT ZIP:	\$12.87
06/04	06/03	24210734V2905K5YE	MELLOW MUSHROOM LIN LINCOLN NE MCC: 5812 MERCHANT ZIP:	\$26.67
06/05	06/03	24270764V11ME66HE	EXPRESS MARKET PLACE LINCOLN NE MCC: 7523 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$13.50
06/05	06/03	24270764V11ME66W0	EXPRESS MARKET PLACE LINCOLN NE MCC: 7523 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$3.00
06/05	06/05	24377354W0003M2BR	LAZLO'S BREWERY AND GRILLINCOLN NE MCC: 5812 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED:	\$26.44
06/06	06/04	24270764W11T88D6D	EXPRESS MARKET PLACE LINCOLN NE MCC: 7523 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$13.50
06/06	06/05	24034544W00SQAN03	PHILLIPS 66 - SPEEDEE MARKEARNEY NE MCC: 5542 MERCHANT ZIP: 68847 SALES TAX: \$ 0.03 TAX INCLUDED: 1 CUSTOMER CODE: P42021	\$43.36
06/06	06/05	24055224XAJHVM6JB	STAGECOACH STOP GERING NE MCC: 5542 MERCHANT ZIP: 69341 SALES TAX: \$ 1.60 TAX INCLUDED: 1	\$22.90
06/06	06/05	24692164W2XVNS5E6	SQ *THE COFFEE HOUSE Lincoln NE MCC: 5814 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED:	\$15.32
06/08	06/05	24270764X11X394TB	EXPRESS MARKET PLACE LINCOLN NE MCC: 7523 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$13.50
06/18	06/17	2422638590A70KFK8	WAL-MART #0867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$187.00
06/18	06/17	243990058EM9ROA2D	BESTBUY.COM 00009944 888BESTBUY MN MCC: 5732 MERCHANT ZIP: 55423 SALES TAX: \$ 16.29 TAX INCLUDED: 1 CUSTOMER CODE: 0000000000000000	\$253.16
06/18	06/17	244450059BLL08P3W	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$338.42
06/18	06/17	244450059BLL08P6D	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$49.91
06/19	06/18	24137465A0146GSKY	USPS PO 3081000449 SCOTTSBLUFF NE MCC: 9402 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: None	\$18.98
06/19	06/18	242697559S66QY4M7	PLAK SMACKER 847-4585400 IL MCC: 5047 MERCHANT ZIP: 60102 SALES TAX: \$ 15.37 TAX INCLUDED: 1 CUSTOMER CODE: 931421	\$234.80

06/25	06/24	24445005GBLL529FV	WM SUPERCENTER #867 SCOTTSBLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 0 CUSTOMER CODE: 000000535914	\$44.59
06/26	06/24	24055245GB6TDXTN1	ARBYS 1542 SCOTTSBLUFF NE MCC: 5814 MERCHANT ZIP:	\$112.50
06/27	06/26	24399005HEMBK42R3	BESTBUYCOM807067049491 888BESTBUY MN MCC: 5732 MERCHANT ZIP: 55423 SALES TAX: \$ 12.22 TAX INCLUDED: 1 CUSTOMER CODE: 0000000000000000	\$189.87
06/27	06/26	24455015H447XT3EY	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$74.69
06/29	06/27	24455015J447XT3ZM	WAL-MART #0867 SCOTTS BLUFF NE MCC: 5411 MERCHANT ZIP: 69361 SALES TAX: \$ 0.00 TAX INCLUDED: 2	\$20.24
06/29	06/27	24717055K4DBZEBXM	TLF*BLOSSOM SHOP 310-9968703 NE MCC: 5992 MERCHANT ZIP: 69361 SALES TAX: \$ 3.85 TAX INCLUDED: 1	\$58.84
07/01	06/30	24036295MLSZ8VP1V	AIRBNB * HMWWPJD9PA AIRBNB.COM CA MCC: 4722 MERCHANT ZIP: 94103 SALES TAX: \$ 0.00 TAX INCLUDED:	\$460.12
07/02	07/02	000000000000COMPC	TOTAL PURCHASES \$2,266.79 TOTAL \$2,266.79 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD	

Cardholder Name and Account Number

KRYSTIE HOHNSTEIN
4215 AVENUE I
XXXX-XXXX-XXXX-9158



Platte Valley Bank
A Platte Valley Company

Account Information		Account Summary		
Statement Closing Date	07/03/2025	Previous Balance	\$0.00	
Post Date	Trans Date	Reference	Description	Amount
06/04	06/03	24692164V35MW3N16	AMAZON MKTPL*N67B370R0 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-11829	\$25.98
06/11	06/09	24540455166EW0LWD	BAGEL DELI 303-9446005 CO MCC: 5812 MERCHANT ZIP: 80249 SALES TAX: \$ 4.00 TAX INCLUDED: 1	\$66.80
06/11	06/09	24692165131XYQKBF	TST*Q39 - SOUTH Overland ParkKS MCC: 5812 MERCHANT ZIP: 66210 SALES TAX: \$ 10.09 TAX INCLUDED: 1 CUSTOMER CODE: zrbyyaqzcolf4iUP5	\$137.51
06/11	06/10	240362951LT71NF59	UBER *TRIP HELP.UBER.COMCA MCC: 4121 MERCHANT ZIP: 94105 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: TZ3IFJRR	\$77.92
06/11	06/10	246921652326HN7HG	TST*THE SHACK-COLLEGE & OVERLAND PARKKS MCC: 5812 MERCHANT ZIP: 66210	\$22.54

Transactions (continued)				
Post Date	Trans Date	Reference	Description	Amount
06/12	06/10	24692165232PR9N9D	SALES TAX: \$ 0.00 TAX INCLUDED: CARRABBAS 6701 OVERLAND PARKKS	\$135.15
06/12	06/11	242316853ARNQVSE2	MCC: 5812 MERCHANT ZIP: 66212 SALES TAX: \$ 0.00 TAX INCLUDED: TEXAS ROADHOUSE #2793 OVERLAND PARKKS	\$100.30
06/12	06/11	24692165233081XWW	MCC: 5812 MERCHANT ZIP: 66212 SALES TAX: \$ 0.00 TAX INCLUDED: SQ *SHAKE SHACK Leawood KS	\$69.18
06/13	06/11	24692165333RS3ZBF	MCC: 5812 MERCHANT ZIP: 66209 SALES TAX: \$ 0.00 TAX INCLUDED: SHERATON OVRLND PRK FB OVERLAND PARKKS	\$47.24
06/13	06/12	2454045540VWV0T7A	MCC: 3503 MERCHANT ZIP: 66211 LODGING CHECK-IN DATE: 06/11/25 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: 7417	
06/15	06/12	24692165434E0ZGHN	CHICK FIL A- PENA 303-3429000 CO MCC: 5814 MERCHANT ZIP: 80249 SALES TAX: \$ 2.69 TAX INCLUDED: 1	\$44.85
06/15	06/12	24692165434E0ZGNS	SHERATON OVRLND PRK FD OVERLAND PARKKS MCC: 3503 MERCHANT ZIP: 66211 LODGING CHECK-IN DATE: 06/09/25 SALES TAX: \$ 71.90 TAX INCLUDED: 1 CUSTOMER CODE: 1583754	\$479.31
06/15	06/12	24692165434E0ZG9F	SHERATON OVRLND PRK FD OVERLAND PARKKS MCC: 3503 MERCHANT ZIP: 66211 LODGING CHECK-IN DATE: 06/09/25 SALES TAX: \$ 71.90 TAX INCLUDED: 1 CUSTOMER CODE: 1583750	\$479.31
06/15	06/12	24692165434E0ZG97	SHERATON OVRLND PRK FD OVERLAND PARKKS MCC: 3503 MERCHANT ZIP: 66211 LODGING CHECK-IN DATE: 06/09/25 SALES TAX: \$ 71.90 TAX INCLUDED: 1 CUSTOMER CODE: 1583758	\$479.31
06/19	06/18	2401134592X771PV8	SHERATON OVRLND PRK FD OVERLAND PARKKS MCC: 3503 MERCHANT ZIP: 66211 LODGING CHECK-IN DATE: 06/09/25 SALES TAX: \$ 71.90 TAX INCLUDED: 1 CUSTOMER CODE: 1583753	\$479.31
06/22	06/20	24692165B2Y6MLAXY	AMAZON RETA* NAGRY09Y0 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-12075	\$166.96
06/24	06/23	24692165F311KPF43	AMAZON MKTPL*NO5YH8AR1 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-12078	\$19.99
07/02	07/01	24011345N2X8FNZNA	AMAZON MKTPL*NO9LB79S1 Amzn.com/billWA MCC: 5942 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-12106	\$65.98
07/02	07/01	24435655P2TL9E4VV	AMAZON RETA* N356M1S32 WWW.AMAZON.COWA MCC: 5331 MERCHANT ZIP: 98109 SALES TAX: \$ 0.00 TAX INCLUDED: 2 CUSTOMER CODE: H25-12230	\$57.52
07/03	07/02	24493985P3HB6VEWR	BROOKES PUBLISHING TOWSON MD MCC: 7399 MERCHANT ZIP: 21204 SALES TAX: \$ 40.26 TAX INCLUDED: 1	\$711.19
07/03	07/03	00000000000COMPC	NE COUNCILOF SCHOOL ADMN 402-476-8055 NE MCC: 8641 MERCHANT ZIP: 68508 SALES TAX: \$ 0.00 TAX INCLUDED: 0	\$125.00
			TOTAL PURCHASES \$3,791.35 TOTAL \$3,791.35 TOTAL FEES FOR THIS PERIOD TOTAL INTEREST FOR THIS PERIOD	



Teaching Strategies GOLD

**Estrategias de
enseñanza GOLD
Resultados**

**Fall-Spring 2024-2025
Otoño-Primavera 2024-2025**



Creative Curriculum

Lesson Plans

Mon 22	Tue 23	Wed 24	Thu 25	Fri 26
Light - Celebrating Learning - Celebrating Learning - Day 1	Light - Celebrating Learning - Celebrating Learning - Day 2	Rocks - Exploring the Topic - Exploring the Topic - Day 1	Rocks - Exploring the Topic - Exploring the Topic - Day 2	Rocks - Investigation Question - What do rocks look like? - Day 1
Read-Aloud Calm Down Time	Read-Aloud Tell me something Happy before I Go to sleep	Read-Aloud Moo Moo Brown cow	Read-Aloud Dinosaur, Dinosaur Say Good Night	Read-Aloud The Carrot Seed
Morning Moment With Families Children explore a variety of light sources with their families.	Morning Moment With Families Children share the study displays with their families.	Morning Moment With Families Children and families read books together.	Morning Moment With Families Children draw pictures with their families.	Morning Moment With Families Children and families talk about rocks and compare their sizes.
Celebrating Light I Spy Lights! Play an "I Spy" game with the children to help them recall the lights in the classroom.	Celebrating Light Light Party Invite the children to help turn on the lights that they used to decorate the classroom on Day 1 and have a dance party to celebrate the end of the study.	Exploring Rocks Introducing Rocks Introduce the children to the rock collection and document what they notice about the rocks.	Exploring Rocks Describing Rocks Model how to use descriptive language to talk about rocks and document the children's observations about the rocks.	Investigating Rocks Big Rocks Lead the children in a song as they explore large rocks.
Building on the Celebration Imitating and Pretending Children help set up lights around the classroom to decorate for the celebration.	Building on the Celebration Creating With Art Children create observational drawings of light sources.	Building on the Exploration Exploring Sand and Water Children clean rocks for the rock collection.	Building on the Exploration Creating With Art Children create observational drawings of rocks.	Building on the Investigation Going Outdoors Children explore the size and weight of large rocks.
Daily Experience Opportunity: Going Outdoors Going Outdoors Mighty Minutes 160, "Clap & Pat Patterns" : Children copy different types of action patterns.	Daily Experience Opportunity: Going Outdoors Going Outdoors Mighty Minutes 143, "Hum, Buzz the Grass"	Daily Experience Opportunity: Going Outdoors Going Outdoors Intentional Teaching Experience P02, "Nature Painting" : Children collect nature items and then use them to create	Daily Experience Opportunity: Going Outdoors Going Outdoors Children notice and explore any rocks in the outdoor area.	Daily Experience Opportunity: Going Outdoors Going Outdoors Mighty Minutes 193, "Catching Bubbles" : Children recite a rhyme about bubbles and count the pretend bubbles they pop.






Creative Curriculum




Lesson Plans

Children copy different types of action patterns.

Daily Experience Opportunity:
Enjoying Stories and Books

 **Enjoying Stories and Books** 
 [Intentional Teaching Experience LL26, "Reading Rhyming Books"](#): Children listen to a rhyming book.

Daily Experience Opportunity:
Small-Group



 **Playing With Toys**  
[Intentional Teaching Experience M38, "More Blocks"](#): Children request more blocks as they use them to build structures.

Daily Experience Opportunity:
Mighty Minutes




 **Any Experience**  [Mighty Minutes 182, "Where Does This Go?"](#): Children join in with a song as they clean up.

Reflecting on the Day




Reflect on your teaching practice and the events of the day.

 **Going Outdoors**  [Mighty Minutes 143, "How Does the Grass Feel?"](#): Children explore and describe different textures they discover outdoors.

Daily Experience Opportunity:
Enjoying Stories and Books

 **Enjoying Stories and Books** 
 [Intentional Teaching Experience M28, "Counting Books"](#): Children practice counting the objects in a counting book.

Daily Experience Opportunity:
Small-Group

 **Connecting With Music and Movement**   [Intentional Teaching Experience LL19, "Shake That Bell!"](#): Children discuss different ways to make sounds with bells.




Daily Experience Opportunity:
Mighty Minutes

 **Any Experience**  [Mighty Minutes 182, "Where Does This Go?"](#): Children join in with a song as they clean up.




Reflecting on the Day

[Painting](#): Children collect nature items and then use them to paint.

Daily Experience Opportunity:
Enjoying Stories and Books

 **Enjoying Stories and Books**  
[Intentional Teaching Experience LL12, "What's in the Picture?"](#): Children look at and discuss what they see in pictures of people, animals, and everyday objects.

Daily Experience Opportunity:
Small-Group

 **Playing With Toys**  
[Intentional Teaching Experience M17, "This Little Piggy"](#): Children use toy pigs to dramatize the nursery rhyme *This Little Piggy*.




Daily Experience Opportunity:
Mighty Minutes

 **Any Experience**  [Mighty Minutes 182, "Where Does This Go?"](#): Children join in with a song as they clean up.




Reflecting on the Day

Reflect on your teaching practice and the events of the day.

Daily Experience Opportunity:
Enjoying Stories and Books

 **Enjoying Stories and Books** 
 [Intentional Teaching Experience LL54, "Sharing Storybooks"](#): Children actively engage as they listen to a story.

Daily Experience Opportunity:
Small-Group

 **Playing With Toys**  
[Intentional Teaching Experience M29, "Container Colors"](#): Children sort items into different containers by color.



Daily Experience Opportunity:
Mighty Minutes

 **Any Experience**  [Mighty Minutes 182, "Where Does This Go?"](#): Children join in with a song as they clean up.




Reflecting on Exploring the Topic

Reflect on your observations and decide which investigation to explore next.



Daily Experience Opportunity:
Enjoying Stories and Books

 **Enjoying Stories and Books** 
[Book Conversation Card 25](#) (with the corresponding *Highlights Hello* book)

Daily Experience Opportunity:
Small-Group

 **Tasting and Preparing Food**  
[Intentional Teaching Experience M10, "Making Butter"](#): Children help measure ingredients and follow a recipe to make butter.

Daily Experience Opportunity:
Mighty Minutes

 **Connecting With Music and Movement**  [Mighty Minutes 187, "I Can Move!"](#): Children perform different actions as they sing a song.

Reflecting on the Day

Reflect on your teaching practice and the events of the day.



Creative Curriculum

Intentional Teaching Experiences

Mathematics M28

Counting Books

1. **Invite the children to listen as you read the story. Point out the details of the pictures or illustrations to help interpret the story.**

"Oh, look at the numbers climbing up the tree. You're right, Villi, one of the numbers is wearing a hat. That's the number 5 wearing a hat."

2. **As you explore the story, invite children to count along with you. Point to objects as you count them.**

 Select all

Red / Orange



Orange / Yellow



As you read, point to and count the objects in the book. Emphasize the number words and invite the child to point with you.




"How many apples do you see? Can you point to the apples with me as we count? One apple, two apples, three apples."

As you read, invite the child to repeat the counting in the book.

"Three black dots. One, two, three. Can you count with me?"

Creative Curriculum

Intentional Teaching Experience

 <p>Yellow / Green</p>	<p>As you read, invite the child to count up to 5 objects. Notice the number to which she can count accurately using one number name for each object. Offer support as needed.</p> <p>"How many monkeys are on the bed? How many do you see?"</p>
 <p>Green</p>	<p>Find a page with 10-20 objects and invite the child to count aloud.</p> <p>"Wow, now there are a lot of children in the kitchen! Can you count them?"</p> <p>"Sara, there are seven cookies on this page. How many do you think are on the next page? Can you count them and find out?"</p>
 <p>Blue / Purple / Pink / Silver / Brown</p>	<p>See GOLD® for the progression of development beyond the green colored band for this objective and dimension.</p>

3. If children are still engaged after listening to the story, offer objects to count. Touch each object as you count it.

"Let's count these blocks, Mia. One block, two blocks. Can you count them with me? One, two blocks."

Creative Curriculum

Assessment Objectives

Weekly Experiences

Month

Weekly Routines

Weekly Template

Settings



Objectives & Dimensions



Materials



Including All Children



Questions to Guide Your Observations



Share with Family



More Activities Like This One



Additional Ideas and Background Information



Professional Development

Objectives

20a. Counts

Related Objectives:

9a. Uses an expanding expressive vocabulary

11a. Attends and engages

12b. Makes connections

17a. Uses and appreciates books and other texts

18a. Interacts during reading experiences, book conversations, and text reflections

20b. Quantifies

Red / Orange

74

As you read, point to and count the objects in the book. Emphasize the number words and invite the child to point with you.

Creative Curriculum

Color Bands

Ages and Classes/Grades	Colored Bands	Ranges of Widely Held Expectations
Birth to 1 year	Red	4-16
1 to 2 years	Orange	14-30
2 to 3 years	Yellow	24-39
Preschool 3	Green	34-50
Pre-K 4	Blue	46-61
Kindergarten	Purple	56-74
First Grade	Pink	74-87
Second Grade	Silver	87-99
Third Grade	Brown	96-106

Creative Curriculum

Assessment Objectives

nes Weekly Template Settings

← TEACH | ASSESS | FAMILY Save

ENGLISH SPANISH

Mathematics M28

Counting Books

Questions to Guide Your Observations

How high was the child able to count with one-to-one correspondence? (20a) 🇮🇳	+
Was the child able to add her own thoughts about the story? (9a) 🇮🇳	+
How long was the child able to attend to this experience? (11a) 🇮🇳	+

76

Copyright © 2000-2024 Teaching Strateg

Creative Curriculum

Assessment Band

Objective: 9 - Uses language to express thoughts and needs

9a. Uses an expanding expressive vocabulary

< NOT YET 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 >

Not Yet
Not Yet

Level 1

Level 2
Vocalizes and
gestures to
communicate

Level 3

Level 4
Names
familiar
people,
animals, and
objects

Level 5

Level 6
Describes and
tells the use of
many familiar
items

78



Creative Curriculum

Assessment Bands

Objective: 11 - Demonstrates positive approaches to learning

11a. Attends and engages



Not Yet Not Yet	Level 1	Level 2 Pays attention to sights and sounds	Level 3	Level 4 Sustains interest in working on a task, especially when adults offer suggestions, questions, and comments	Level 5	Level 6 Sustains work on age-appropriate, interesting tasks; can ignore most distractions and interruptions
			79			



Creative Curriculum

Level 1 Example

NOT YET 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

Not Yet	Level 1	Level 2	Level 3	Level 4	Level 5	Level 6
Not Yet		Pays attention to sights and sounds		Sustains interest in working on a task, especially		Sustains work on age-appropriate, interesting tasks; can ignore most distractions and interruptions

Examples

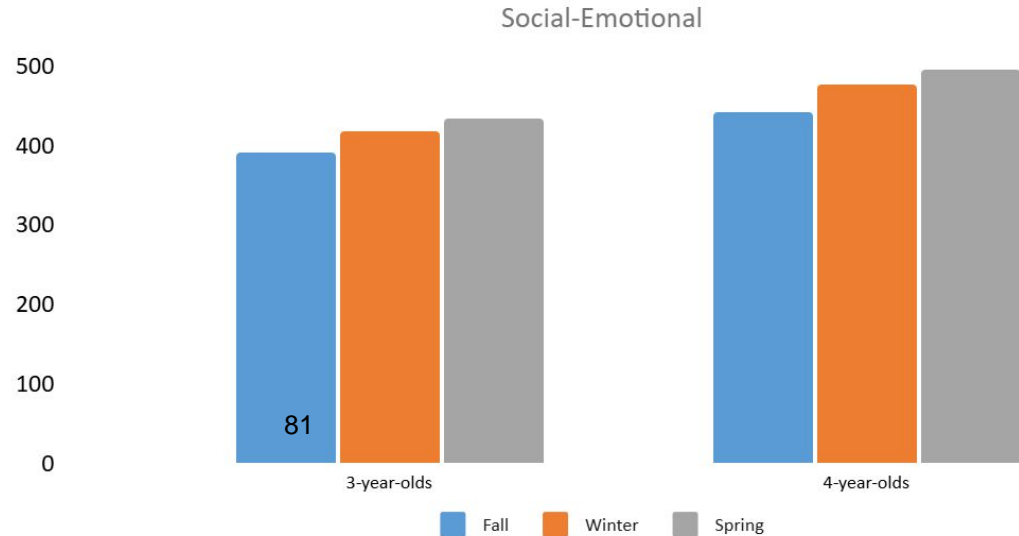
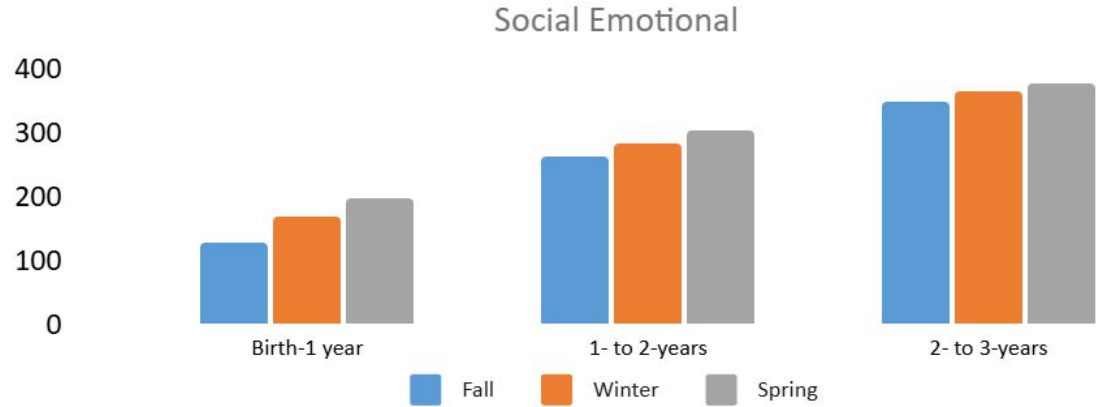
- Startles at loud sound
- Watches mobile above head for a few moments
- Bats at toy another child holds in front of her
- Raises eyebrows and remains still for a moment when she hears her teacher singing

80

Show Examples Show Examples Show Examples Show Examples

10

**Social-
Emotional
Socio-
emocional**



Social Emotional SE05

Take Care of Baby

1. Place baby dolls and accessories where children can easily explore them. Provide enough dolls and accessories for all children to participate.
2. Show a doll to the children and model caring for it.

"We have babies to take care of today. Here is my baby. I am going to hold her gently and rock her, like this."

3. Engage the children in pretend play as they care for the dolls. Encourage children to respond to and care for their babies.

"Uh oh, Brice, your baby is crying. Do you think she is hungry? Here is a bottle that you can give her to make her feel better. I think she is happy now that you have given her a bottle."

Select all

Red



Hold the child in your lap and describe to him what the other children are doing.

"Lorenzo is pretending his baby is crying. He's giving the baby a kiss now."

To encourage the young infant's emotional development, while interacting with the infant throughout the day, talk to him about different emotions that you see him expressing. Mirror his emotions with your own facial expressions.

"You are so hungry. Look, I am warming up your bottle. It will take a few minutes to get ready. Let's sing a song until it's done."

Red / Orange



Orange / Yellow



Yellow / Green



While playing with the dolls, model responding to various emotions and encourage the child to copy you.

"Oh, my baby is so sleepy. I am going to wrap her in a blanket and rock her to sleep. Is your baby sleepy, too? Would you like a blanket to wrap her up in?"

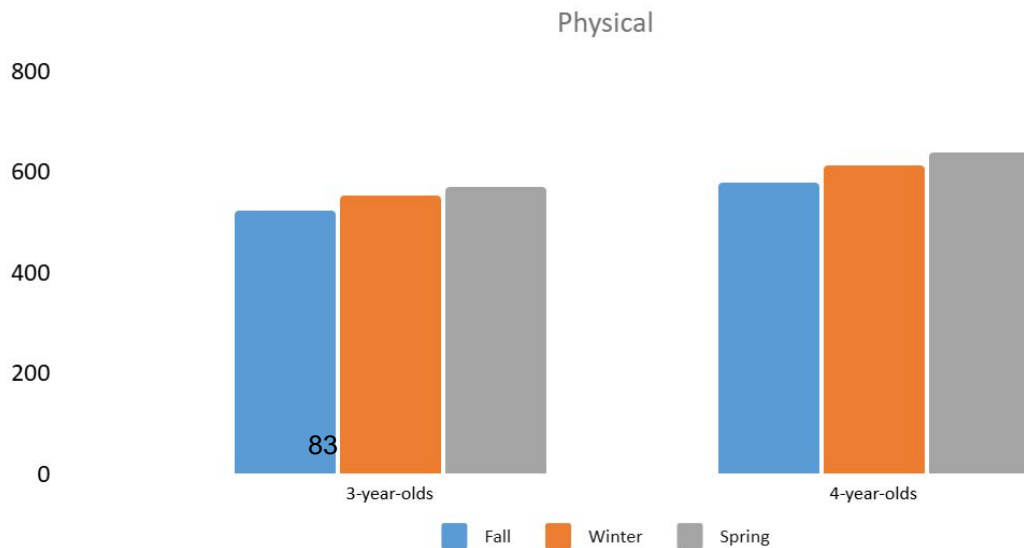
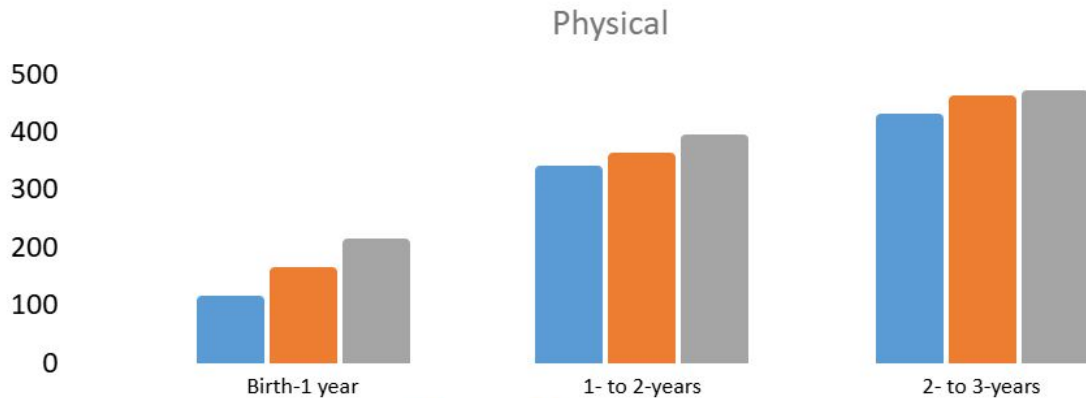
Prompt the child by assigning various emotional states to the doll she is playing with. Support her as she responds to your prompts.

"I think your baby is sad because he is lying on the ground. How can we make him feel better? I think that he is happy now that you are taking him for a walk in the stroller."

Ask the child questions that prompt him to think about how his baby feels. Watch how he responds to the emotion that he identifies in the doll. Offer the child strategies.

"Louis, I see that you have a baby girl. How is she feeling today? Happy or sad? I am glad that she is happy! What did you do to make her so happy?"

Physical Físico



Physical P17

Tap and Shake My Tambourine


1. **Introduce a tambourine by shaking, banging, and tapping it to make different sounds.**

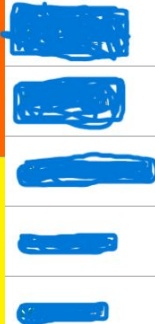
"This is a tambourine. Shake, shake, shake. Do you hear the sound?"

2. **Provide each child with a tambourine. Allow the children to shake, tap, and bang their tambourines to make music.**

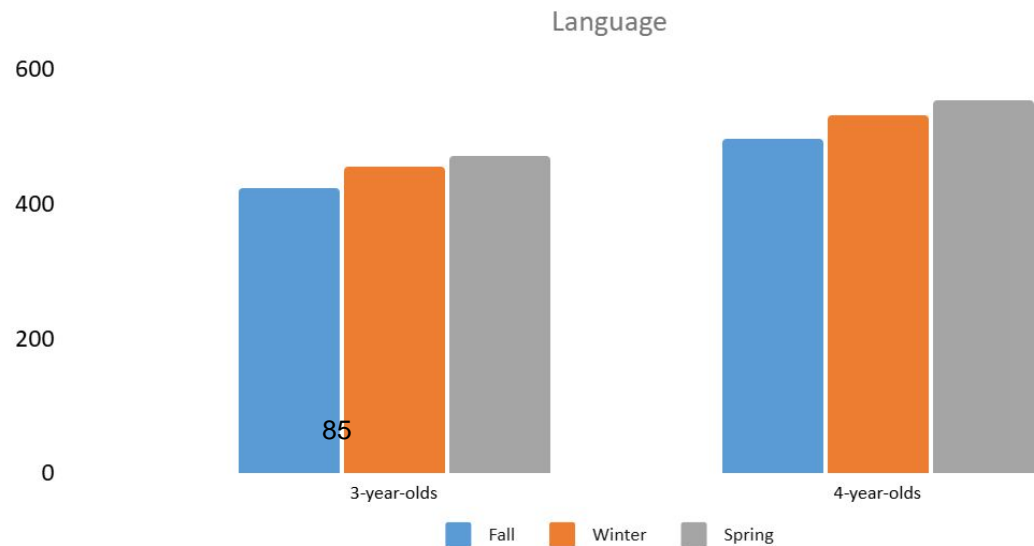
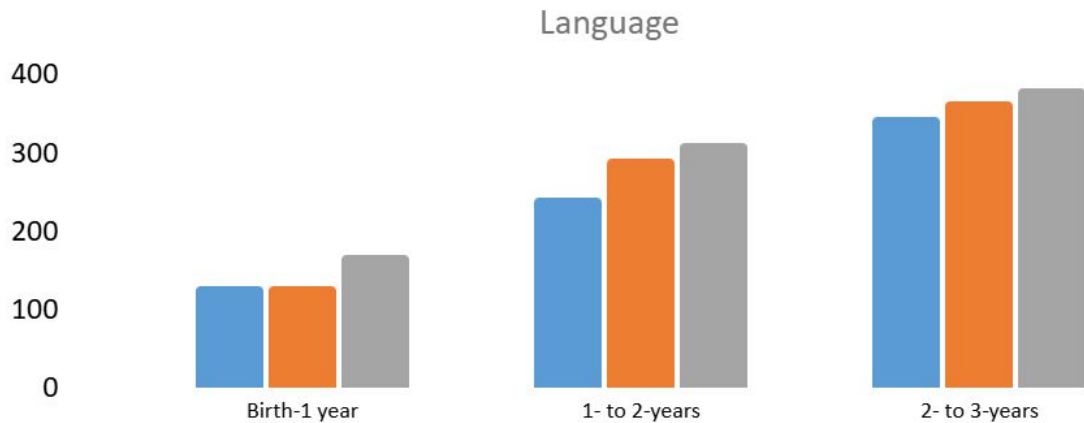
"You are banging that tambourine! I hear the sound you're making!"

Select all

Red	<p>While the child sits on your lap or lies on a soft surface, gently tap a tambourine on his foot or shake a tambourine over him.</p> <p>"Shake, shake the tambourine."</p>
Red 	<p>Assist the child with holding and shaking a tambourine in different positions. Encourage her to bang the tambourine on different surfaces and pass it between her hands.</p> <p>"Here is a tambourine for you, Lina. Bang, bang! It is loud when you bang it on the floor. Can you tap it on my hand?"</p>

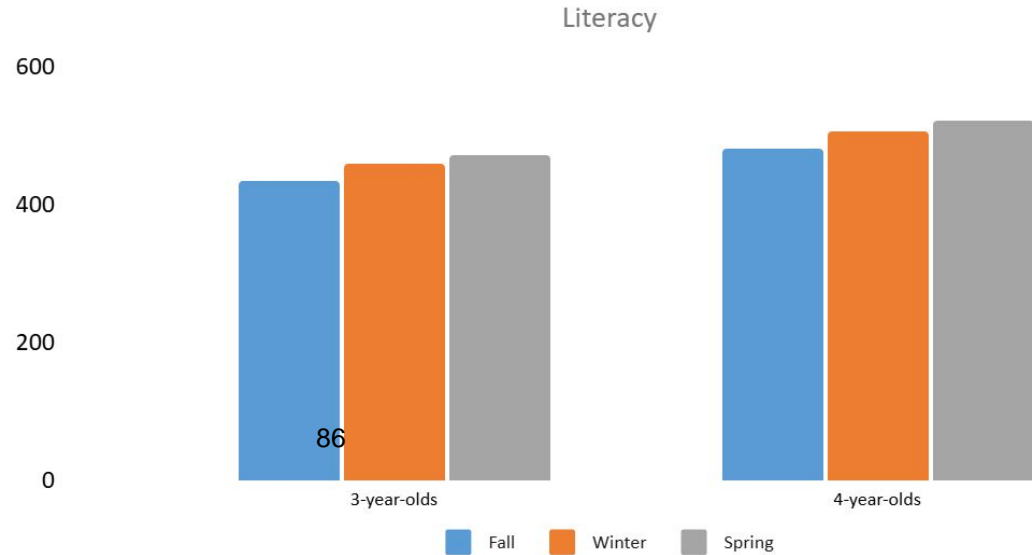
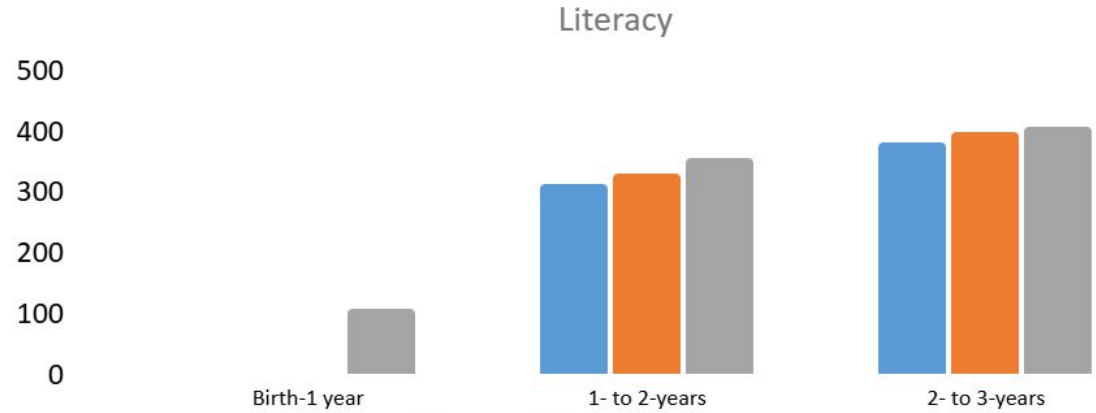
Orange / Yellow 	<p>While the child plays with a tambourine, observe how he manipulates it with his hands. Describe his actions to him.</p> <p>"Heath, you are turning the tambourine around and around. I like the sound it makes when you do that."</p>
Yellow	<p>Model different ways to use a tambourine. Ask the child to try to copy your actions.</p> <p>"I am going to play my tambourine with one finger. Can you do what I am doing?"</p>
Green	<p>Invite the child to experiment with new ways to use her hands to play the tambourine.</p> <p>"I see you are tapping it with your whole hand. How else can you use your hand to play it? Now you're using your smallest finger to make a sound on the tambourine."</p>

Language Lenguaje



Literacy

Lecto- escritura












Language and Literacy LL64

Bring Me a Book

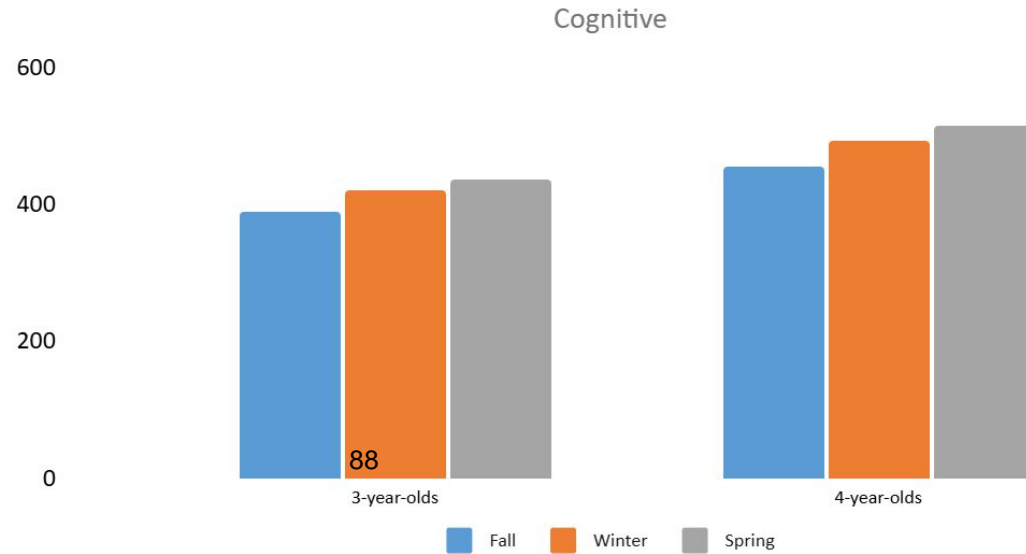
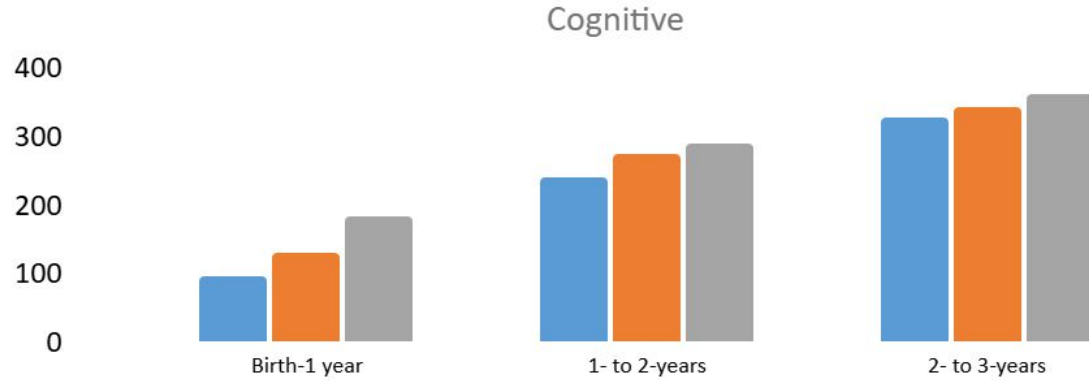
1. Display a few books in a way that is easy for the children to see the covers.
2. Invite a child to choose a book to read with you.
"Rosa, would you like to sit in my lap and read a book with me?"
3. As you read slowly, point out familiar objects, people, or animals. Take cues from the child's gestures, sounds, or words. Use parallel talk to describe how a child is interacting during the reading experience.
"Salim, you pointed to the dog and said, 'woof.' You are right; the dog does say 'woof!'"

Select all

<p>Red</p> 	<p>Model for the child how to choose a book. Watch the child's gaze for cues about which book he is interested in reading. Use self-talk to describe what you are doing.</p> <p>"Muhammad, I see you are looking at the monkey book. I will pick this one up and bring it with us so we can read it together."</p>
<p>Red / Orange</p> 	<p>Ask the child to choose a book to read together. Help the child choose by giving just two or three choices.</p>

<p>Red / Orange</p>  	<p>Ask the child to choose a book to read together. Help the child choose by giving just two or three choices.</p> <p>"Aisha, would you like to read <i>The Very Hungry Caterpillar</i> or <i>Barnyard Dance</i>? Okay, let's read <i>Barnyard Dance</i>."</p>
<p>Yellow / Green</p>     	<p>Ask the child to tell you the title of the book he chose. Invite the child to read along with you. Encourage the child to hold the book and turn the pages.</p> <p>"This is the book you chose. What is this book called?"</p> <p>"Isaac, would you like to hold the book while we read? You turned the page. You must be ready to read what is on the next page."</p>

Cognitive Cognitivo



Mathematics M34

The Size Is Right

1. Display a variety of lightweight balls and different size cups for the children to explore.
2. Place the cups face up on a flat, stable surface. Explain and model how to grasp a ball and place it in a cup.

“I’m holding a big tennis ball. Do you think it will fit in this yogurt cup? Let’s try! Yes, I can fit the tennis ball in this cup.”
3. Invite the children to place various size balls in the cups to see if they fit inside or if they are too big and sit on top of the cup.

“You picked up the tennis ball and tried to fit it in the small drinking cup. It did not fit. What ball can you try now? Oh, the golf ball. Let’s try that one.”
4. Encourage the children to attempt different goals, e.g., find a ball that fits inside the cup or find a ball that sits on top of the cup.

“Now can you find a ball that will fit inside of this cup? Okay, try that ball. Does it fit inside?”

Select all

 Red

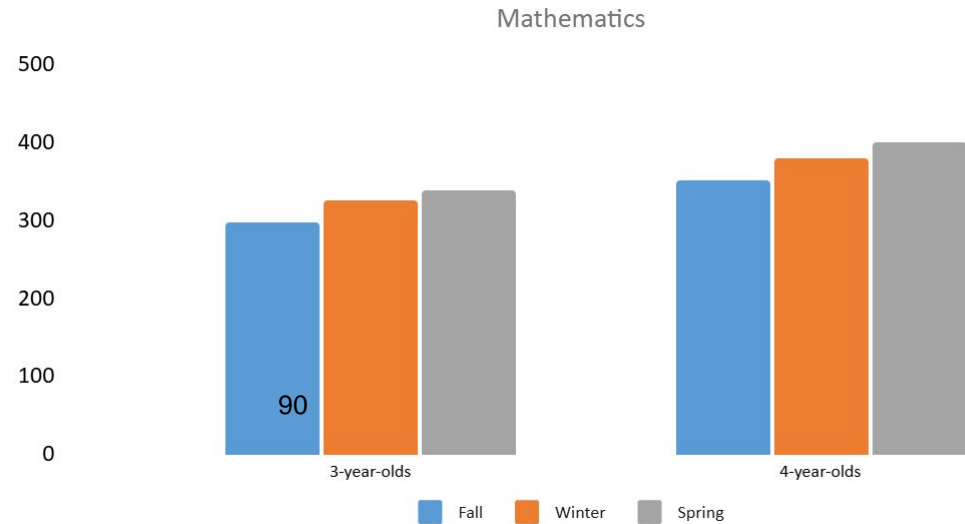
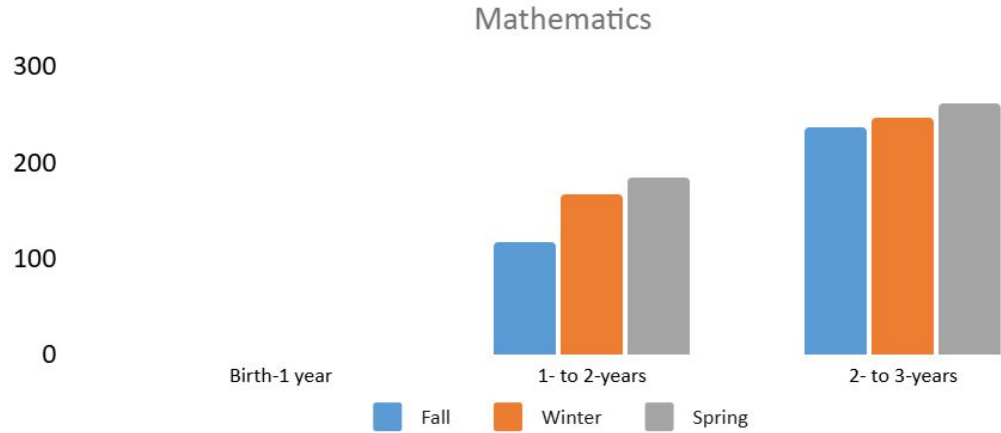
Sit with the child securely in your lap. Offer a ball or cup to the child by touching the item to his hands and helping the child grasp it as you describe his movements.

“Do you want to hold the cup? You are touching the cup. I bet it feels smooth. Can you hold it with two hands?”

<p>Red / Orange</p> 	<p>While holding the child securely in your lap, hold a ball in one hand and a cup in the other. Demonstrate how to put the ball in the cup. Offer the child the ball, encourage her to grasp it with two hands, and place the ball in the cup as you hold it.</p> <p>“I was able to put the ball in the yogurt cup. Here is the ball. Can you put it in this cup?”</p>
<p>Orange / Yellow</p> 	<p>Observe how the child puts the balls in or on the cups. Use parallel talk to describe his actions.</p> <p>“You are putting the ball in the cup. The ball is in the cup now. Hmm, I wonder how you will get it out of the cup. Oh, you turned the cup over and the ball fell out.”</p>
<p>Yellow / Green</p> 	<p>Model how to place the balls in or on the cups. Invite the child to imitate your actions. “Look, this ball balances on top of the cup. Can you balance a ball on a cup?”</p>
<p>Green</p> 	<p>Invite the child to look at the different balls and cups before the child tries to see if they fit. Ask questions to encourage the child to think about the size of each ball and the size of the different cups.</p> <p>“I notice you are looking at the golf ball, the tennis ball, and the soft baseball. If you want to put one in the yogurt cup, which one do you think would fit best?”</p>
<p>Blue / Purple / Pink / Silver / Brown</p> 	<p>See GOLD® for the progression of development beyond the green colored band for this objective and dimension.</p>

Mathematics

Matemáticas



← **TEACH** | ASSESS | FAMILY Add to Plan

ENGLISH SPANISH

Mathematics M06


Construction Zone







1. Display several large plastic or foam blocks, cardboard boxes, and additional building materials in a protected, grassy, or cushioned area where children are able to build and play freely.
2. Invite the children to explore the objects as you demonstrate how to stack and build.

"Let's look at these boxes and blocks that we can build with. We can stack the boxes up high, or we can line up the boxes on the ground. I wonder what else we can do with them."
3. Model, encourage, and emphasize the use of positional words as children explore. For example, describe aloud how children are moving in, through, and out of the materials or stacking blocks on or next to each other.

"Jack, I see that you are putting all the blocks in the box. Jaceyon, you are taking the red blocks out of the box."

Select all

 Red	Sit near the child and allow her to see the materials and your face from different positions and perspectives.
---	---

 Orange	Use positional words (e.g. in, on, under, up, down) to describe the child's actions as he explores the materials. "You are lifting that box so high! Where are you going to put it? I see you're putting it on top of the green block."
 Orange / Yellow	Emphasize simple positional words (e.g., in, on, under, up, down) as you suggest placements for building materials. Offer simple directions related to position as the child builds. "Amaia, you put the big brown box under the little red block. You did it! You made the tower taller! Can you show me which block is on top?"
 Yellow	As the child builds, draw her attention to positional relationships, using words that describe proximity (e.g., beside, between, next to). Ask questions using positional words. "Shiva is putting the wooden block between the tower and the big cardboard box. Shiva, where could you put a block next to another block?"
 Yellow / Green	Suggest placements for the building materials using words that describe proximity (e.g., beside, between, next to). "Jude, what if you put that big box next to the little box? Oh, you're right—it looks like stairs."
 Green	Support the child in using positional words that describe location, direction, and distance (e.g., behind, backward, forward). "How could we move that purple block to make room for that bigger foam block?"
 Blue / Purple	See GOLD® for the progression of development beyond the green colored band for this objective and dimension.

4. Document the children's constructions with photos or videos.

"Wow, the tower is almost as tall as Hakeem. I'm going to take a picture before Jabir gets to knock it down."

ESU 13 Head Start
Staff Survey Results
Spring 2024-2025

1. Supervisor Support & Work Environment

- Most staff reported being satisfied with supervisory support.
- Suggestions for improvement:
 - More planning time (e.g., for CDA work)
 - Better communication
 - Lower student-to-staff ratios
 - More team-building activities
 - Improvements to physical space (e.g., natural light)

2. Workplace Barriers

- Reported barriers:
 - Time management and workload
 - Communication challenges
 - Mixed-age classrooms (especially under-18 months with older children)
 - Trust issue with supervisor
 - Trauma fatigue

3. CLASS Observation Feedback

- Most found feedback beneficial:
 - Helped identify strengths and growth areas
 - Provided practical tips and resources
- Improvement suggestion: Conduct observations at more suitable times

4. Behavioral Health Feedback

- Staff found it helpful for:
 - Behavior management strategies
 - Guidance on staff relations
 - Helpful handouts
- Suggestion: Ensure feedback reaches both teachers and assistants

5. Personal Wellness Support

- Most felt supported “a lot” or “a great deal”
- Some indicated only moderate support

6. Likelihood to Recommend Working for ESU 13 Head Start

- Net Promoter Score suggests a positive overall experience
- Reasons for recommending:
 - Family-oriented and flexible environment
 - Supportive coworkers and leadership
 - Opportunities for growth and development
 - Positive culture and training
- Areas for Improvement
 - More workdays for classroom prep and organization

- More personal days and wellness time
- Better team communication and staff input on decisions
- Provide more recognition

7. Respondent Roles

- Education staff (13)
- Management (7)
- Family Services (5)
- Kitchen (1)
- Transportation (1)

ESU 13 Head Start Partnership Survey Results Spring 2024-2025

1. Support from Head Start

- Overwhelmingly positive responses about support from Head Start.
- Most helpful supports included:
 - Staff (education staff, mental health specialist, and family advocates)
 - Communication
 - Resources and classroom materials, including toothbrushes and home visit forms
 - Observations, professional development, and mental health services

2. CLASS Observation Feedback

- Majority found it beneficial, citing:
 - Opportunities for growth
 - Identifying strengths and areas of improvement
 - Useful feedback resources
- Some concerns:
 - Observations may not reflect daily realities
 - Importance of understanding individual students was emphasized

3. Behavioral Health Observations

- Most found feedback helpful, noting:
 - Classroom management insights
 - Mental health awareness

4. Communication with Family Advocates

- Generally effective to extremely effective

5. Support for Implementing Head Start Requirements

- Majority reported support was very to extremely well

6. Likelihood to Recommend Partnering with Head Start

- Positive comments:

- High-quality services for families in need
- Supportive staff and professional development
- Suggestions for improvement:
 - Inclusion of private pay students in services
 - Reduced paperwork
 - No home visits (*Please note these are required by the state of Nebraska.*)
 - Better accountability for families to meet expectations

7. Respondents' Roles

- 13 Teachers
- 2 Preschool Administrators/Supervisors

SERVICES TO SCHOOLS AND CHILDREN

Section 4 Student Conduct

A. Student Conduct Rules

Students are to be held responsible for compliance with the student conduct rules of the school district in which they are enrolled. ESU #13 employees shall report conduct violations to the responsible Program Administrator or Program Director of such school as appropriate for disciplinary action, subject to the student’s IEP or 504 Plan.

The Administrator, Director, or designee is authorized to establish additional conduct rules for students while participating in ESU #13 programs and such conduct rules, when approved by the Board, shall have the effect of Board-approved policy.

Legal Reference:	
Date of Adoption:	December 15, 2020

B. Searches, Seizures and Arrests

ESU #13 property is held in public trust by the Board. ESU #13 authorities may, without a search warrant, search students, protected student areas, or vehicles driven by students parked on ESU #13 property based on a reasonable and definable suspicion that an ESU #13 policy, rule, regulation or law has been violated.

The search shall be in a manner reasonable in scope to maintain order and discipline in the schools, promote the educational environment, and protect the safety and welfare of students, employees and visitors to the ESU #13 facilities. The furnishing of a locker, desk or other facility or space owned by ESU #13 and provided as a courtesy to a student, even if the student provides the lock for it, shall not create a protected student area and shall not give rise to an expectation of privacy with respect to the locker, desk or other facility.

ESU #13 authorities may seize any illegal, unauthorized or contraband materials discovered in the search. Items of contraband may include, but are not limited to, nonprescription controlled substances, marijuana, cocaine, amphetamines, barbiturates, apparatus used for controlled substances, alcoholic beverages, tobacco, weapons, explosives, poisons and stolen property. Such items are not to be possessed by a student while they are on ESU #13 property or on property within the jurisdiction of ESU #13; while on ESU #13 owned and/or operated transportation; while attending or engaged in ESU #13 activities; and while away from ESU #13 grounds if misconduct will directly affect the good order, efficient management and welfare of ESU #13.

Possession of such items will be grounds for disciplinary action including suspension or expulsion and may be reported to local law enforcement officials. The Board believes that illegal, unauthorized or contraband materials may cause materials and substantial disruption to the school environment or presents a threat to the health and safety of students, employees, or visitors on the ESU #13 premises or property within the jurisdiction of ESU #13.

The Program Administrator or Program Directors may release a minor student into the custody of a law enforcement officer upon presentation of a court order or warrant for the student’s arrest, or to remove a student from the ESU #13 premises if the officer or Program Administrator or Program Director have reason to believe that the student has violated the law.

The Program Administrator, Program Director, or designee will immediately attempt to notify the parent/guardian or responsible relative of the student’s removal from the ESU #13 premises and the place to which the student is reportedly taken, except in cases of child abuse.

The appropriate Program Administrator or Program Director of the school in which the student is enrolled is to be notified when items are discovered that would warrant discipline of the student under the school’s student code of conduct.

Legal Reference:	
Date of Adoption:	December 15, 2020

C. Anti-Bullying

One of the missions of ESU #13 is to provide a physically safe and emotionally secure environment for students and staff.

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

The Program Administrator, Program Director, and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse in areas within the control or jurisdiction of ESU #13.

Legal Reference:	Nebraska Statutes: § 79-2,#137 §§79-254 to 79-296 (Student Discipline Act) NDE February 2003 State Board Action; Reaffirmed December 2005
Date of Adoption:	December 15, 2020

D. Dating Violence Prevention – Student

ESU #13 is to provide a physically safe and emotionally secure environment for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Inappropriate behaviors, including but not limited to dating violence will not be tolerated and must be avoided by all students and staff.

Pursuant to Section 79-2, 140, the Legislature has defined (a) “dating violence” to mean a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner; and (b) “dating partner” to mean any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long-term.

Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors. Dating violence training, as defined by Section 79-2, 141(4), shall be provided to staff deemed appropriate by the administration. The Administrator, Director, or designee will be responsible for reviewing the ESU’s Student Code of Conduct to ensure that this policy is reflected therein.

Legal Reference:	Nebraska Statutes: §79-2, #140; 79-2, 141(4)
Date of Adoption: Updated:	December 15, 2020

E. Weapons

The Board of ESU #13 believes weapons and other dangerous objects and look-a-likes in ESU #13 facilities can cause material and substantial disruption to the ESU #13 environment or present a threat to the health and safety of students, employees and visitors on ESU #13 premises or property within the jurisdiction of the ESU #13.

Weapons and other dangerous objects and look-a-likes shall be taken from students and others who bring them onto the ESU #13 property or onto property within the jurisdiction of ESU #13 or from students who are within the control of the ESU #13. For purposes of this policy, the term “dangerous object” includes any personal safety or security device. This prohibition includes persons with a permit to carry a concealed handgun. Possession of a weapon includes, without limitation, a weapon in a person’s personal possession or control, including a weapon in a desk, locker, backpack or purse. A person who is uncertain as to what constitutes a “dangerous object” under this policy is strongly encouraged to contact the Program Administrator or the Program Director in advance of such person bringing the item onto ESU #13 property. Any person found to be in violation of this policy shall be subject to disciplinary action, up to and including termination.

Parents of students found to possess weapons or dangerous objects or look-a-likes on ESU #13 property shall be notified of the incident. Confiscation of weapons or dangerous objects shall be reported to the law enforcement officials, and students will be subject to disciplinary action including suspension or expulsion.

Students bringing firearms to ESU #13 or knowingly possessing firearms at the ESU #13 may be expelled for a period of not less than one year. Students bringing to ESU #13 or possessing dangerous weapons, including firearms, will be referred to law enforcement authorities. The Program Administrator or Program Director shall have the authority to recommend this expulsion requirement be modified for students on a case-by-case basis.

Weapons under the control of law enforcement officials shall be exempt from this policy. Firearms also may be possessed by a person for the purpose of using them, with the approval of ESU #13, in a historical reenactment, in a hunter education program, or as part of an honor guard. The Program Administrator or Program Director may allow authorized persons to display weapons or other dangerous objects or look-a-likes for educational purposes. Such a display shall also be exempt from this policy.

Legal Reference:	
Date of Adoption: Updated:	December 15, 2020

F. Tobacco

The use of tobacco products is prohibited in all buildings and all vehicles owned or under the control of ESU #13. Smoking is also prohibited in any outdoor areas where others may be affected by smoke, including areas near the entry of buildings.

For purposes of this policy, tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (including electronic nicotine delivery systems), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. This does not preclude adults from wearing non-visible nicotine patches, or using nicotine gum without displaying the product container, as part of a smoking cessation program.

Legal Reference:	
Date of Adoption: Updated:	December 15, 2020

G. Electronic Communication Devices and Cell Phones

All students are prohibited from accessing or using an electronic communication device while on ESU 13 property or attending an ESU 13 instructional function, unless:

1. When required by a student's Individualized Education Program or 504 Plan;
2. When authorized by ESU 13 for educational purposes during instructional time;
3. In the case of an emergency or perceived threat of danger; or
5. When determined appropriate by the Administrator or Administrator's designee.

All exceptions listed herein must be approved in advance by the appropriate ESU 13 staff member.

Any student who violates this Policy may be subject to discipline under ESU 13's student discipline policy.

Legal Reference:	LB 140 (2025)
Date of Adoption: Updated:	

H. Visitors to ESU #13

The ESU #13 Board encourages parents and other district citizens to visit ESU #13 programs and classrooms at any time to observe the work of students, teachers and other employees. All visitors, which includes persons other than employees or students, must notify the Program Administrator or Program Director of their presence in the facility upon arrival and request authorization to visit elsewhere in the building.

Persons who wish to visit a classroom while ESU #13 is in session are asked to notify the Program Administrator or Program Director and obtain approval prior to the visit so appropriate arrangements can be made and so class disruption can be minimized. Teachers and other employees shall not take time from their duties to discuss matters with visitors.

Visitors shall conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending ESU #13 events. Visitors failing to conduct themselves accordingly may be asked to leave the premises. The Board, Administration and Directors will not tolerate any person or persons whose presence disturbs classes or ESU #13 activities or hinders the instructional process. Children who wish to visit ESU #13 must be accompanied by a parent or responsible adult.

It shall be the responsibility of employees to report inappropriate conduct. It shall be the responsibility of the Program Administrator and Program Directors to take the action necessary to cease the inappropriate conduct. If the Program Administrator or Program Director is not available, an ESU #13 employee shall act to cease the inappropriate conduct.

The Board discourages using ESU #13 as a site for parents without custody to visit their children. The onsite supervisor may deny the parent without custody the opportunity to deliver packages, gifts, messages, etc., to the child and/or to see the child during the program day without the approval of the custodial parent or legal guardian. In this paragraph, "without custody" means the parent lacks joint legal custody under Nebraska law.

ESU #13 may restrict the use of its buildings and grounds or restrict access to ESU #13 property by issuing no trespassing commands and/or stay away/ no trespassing letters when deemed necessary by the Program Administrator or Program Director when any individual or group:

1. is determined to present a risk to the safety of others
2. presents a disruption to the learning environment
3. fails to follow proper check-in and identification procedures
4. does not have a legitimate purpose to be present on ESU #13 grounds or activities

In the event a person prohibited by this or other board policies is on ESU #13 property or is attending an ESU #13 sponsored event, the Program Administrator or Program Director will tell the person he or she must leave and will notify the person they are not permitted back on ESU #13 property, except if their presence is required by the ESU #13. The Program Administrator or Program Director may contact the proper legal authorities if necessary to enforce this policy and may file a report or sign a complaint on behalf of ESU #13.

Legal Reference:	
Date of Adoption: Updated:	December 15, 2020

SERVICES and OPERATIONS

Section 4 Funds Management

A. System of Accounting

Uniform accounting methods shall be used for all ESU #13 funds so as to conform to best business practice and existing guides from the Nebraska Department of Education. Monthly financial statements of the general fund accounts will be made available at each regular board meeting.

The Administrator shall be responsible for the proper use of the budget. The Administrator shall establish and operate budget controls for all departments and shall ensure administration of the budget such that funds are expended for the purposes appropriated and in conformity with legal requirements as well as the policies and actions of the Board.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	

B. Borrowing

ESU #13 may borrow money in amounts not to exceed the limits established by law and may execute and deliver in evidence thereof its promissory notes which it is hereby authorized and empowered to make and negotiate, bearing a rate of interest set by the ESU #13 Board and maturing not more than two fiscal years from the date thereof. Such notes, before they are negotiated, shall be presented to the ESU #13 Treasurer and registered with ESU #13's records by the Treasurer. Such notes shall be payable out of the funds collected by ESU #13 in the order of their registry after the payment of prior registered warrants but prior to the payment of any warrant subsequently registered, except that if both warrants and notes are registered, the total of such registered notes and warrants shall not exceed one hundred percent of the unexpended balance of the total anticipated receipts of the general fund of ESU #13 for the current fiscal year and the following fiscal year. For the purpose of making such calculation, such total anticipated receipts shall not include any anticipated receipts against which ESU #13 has borrowed and issued notes pursuant to this section in either the current or the immediately preceding fiscal year.

In addition, ESU #13 may accept interest-free or low-interest loans from the state or federal government and may execute and deliver in evidence thereof its promissory notes maturing not more than twenty years from the date of execution.

Further, ESU #13 may enter into loan agreements for the purpose of borrowing money from financial institutions, including banks, in amounts not to exceed the limits established by law. As evidence of such borrowing, ESU #13 may execute and deliver one or more written loan agreements but shall not be required to execute and deliver separate promissory notes for each borrowing under such agreements. Money borrowed pursuant to such agreements shall bear

interest at such rate or rates and shall become due and be repaid as provided in such agreements. Any such agreement shall provide for repayment in full at least once each fiscal year and shall be for a term not exceeding one fiscal year. Any such agreement shall be registered upon books kept by the ESU #13 Treasurer, and money borrowed pursuant to such agreement shall be paid out of funds collected upon the current existing levy prior to the payment of any warrant or note registered subsequent to any such loan agreement. If ESU #13 has any such loan agreement or agreements outstanding and has warrants or notes registered, the total amount shall not exceed the limits established by law.

All such borrowings shall require approval of the ESU #13 Board.

Legal Reference:	Nebraska Statute: 79-1244
Date of Adoption:	December 17, 2019
Updated:	

C. Depositories of Funds

The Board shall annually in January re-authorize the depository banks or other institutions or investments in which the treasurer and officials of ESU #13 are authorized to deposit or invest funds of ESU #13. The treasurer and the Administrator or designee may use non-designated banks or institutions for deposit or investment when it is determined that such is required by financial exigencies or the sound protection of ESU #13 funds; provided a report of such is made at the next following regular meeting of the Board.

The treasurer and the Administrator or designee shall be responsible for ensuring that deposits in excess of the limits of the Federal Deposit Insurance Guaranty are secured by securities, bonds, or other means as required by law.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	

D. Bonds

The treasurer for the Board of ESU #13 and employees of the Board of ESU #13 who handle money of a substantial nature shall be bonded. Extent of bonding and coverage shall be determined annually.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	

E. Disbursement of Funds

Checks written on the treasury of ESU #13 shall be signed by the president, or in his/her absence the vice president, the secretary and the treasurer. Use of facsimile signature is authorized.

The Administrator and the treasurer are authorized to sign checks written on an ESU #13 account with said account not to exceed five hundred dollars (\$500). Authorization is to be reviewed annually by the Board of ESU #13.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	

F. Administrative Authorization to Pay Claims

The Board must approve all claims for payment except the Administrator may approve payment of claims, including credit card invoices, payment of utilities, payment of approved payroll and related taxes as they become due, prior to presentation to the Board. To avoid interest charges, payment for credit card purchases shall be made on or before the balance due date. Any such approval of payment by the Administrator must be presented to the Board for ratification at the next regular board meeting.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	

G. Coffee Act Policy (Reimbursable Expenses)

1. Workshops. Board members, employees, and volunteers of ESU #13 are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by ESU #13 or state and national educational organizations or which are otherwise in the best interests of ESU #13.
 - a. Approval to Attend. Board members are hereby given prior approval by the ESU #13 Board to attend such functions within the state which are sponsored by ESU #13, the Nebraska Association of School Boards, the Nebraska Council of School Administrators, the Nebraska Rural Community Schools Association, and similar organizations, without additional or further approval by the Board unless otherwise so determined. Upon approval by the Board or, in the case of in-state functions, by the Administrator or the Administrator’s designee, Board members are further authorized to attend other similar functions.

Employees and volunteers are authorized to attend such functions upon prior approval by the Administrator or the Administrator’s designee.

- b. Reimbursement of Expenses. ESU #13 will pay the registration costs, tuition costs, fees or charges for attendance by Board members at such approved functions. ESU #13 will pay mileage at the rate allowed by law (that is, the rate established by the Department of Administrative Services) or actual travel expense if travel is authorized by commercial or charter means. ESU #13 will pay meals and lodging at a rate not exceeding the applicable federal rate unless a fully itemized claim is submitted substantiating the costs actually incurred in excess of such rate and such additional expenses are expressly approved by the Board.

For employees and volunteers, ESU #13 will pay costs and make reimbursements in the same manner as provided above for Board member attendance, unless otherwise established by policy, Board action, contract, or negotiated agreement. Itemized receipts will be required for the reimbursement of the above listed travel expenses.

- c. Recognition. The Board hereby authorizes the president, Administrator or the Administrator's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted to recognize service by Board members, employees and volunteers. The maximum value of any such item to be awarded shall not exceed \$150.00. The Board may alter such maximum, but not more than once in any twelve-month period.

- 2. Meeting Refreshments. Non-alcoholic beverages may be provided to individuals attending public meetings. Meals may be provided to Board members, employees and volunteers attending joint meetings with other governing bodies. When the president or Administrator determines it to be in the best interests of ESU #13 and not in the form of a perquisite, because of timing or duration of a meeting or ESU #13 activity, or other factors, the Board authorizes other nutritional refreshments to be provided to persons attending public meetings or in other appropriate or necessary situations.
- 3. Participants in Board Approved Activities. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations (including, but not limited to, tornado, severe storm, fire, or accident) and to volunteers during or immediately following their participation in any activity approved by the Board (including, but not limited to, mowing, picking up litter, removing graffiti, or snow removal).
- 4. Annual Recognition Dinner. One recognition dinner each fiscal year may be held for Board members, employees or volunteers. Such annual dinner may be held separately for Board members, employees of each department and volunteers, or in any combination. The maximum cost per person for such recognition dinner is hereby established at \$50.00.

5. Spouses. This policy does not authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee, or volunteer unless the spouse is also a Board member, employee or volunteer or unless the expenditure is otherwise permitted by law.
6. General. Payment or reimbursement for expenses incurred by Board members, employees or volunteers may be allowed to the extent otherwise specifically permitted by law. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the Board to the designated officials as indicated herein.

Legal Reference:	Nebraska Statutes: 13-2201 to 13-2204; 81-1176 (mileage rate)
Date of Adoption: Updated:	December 17, 2019

H. Gifts

1. Gifts to ESU #13. The Board welcomes monetary and material contributions or other types of citizen contributions to ESU #13. Material contributions may be rejected where not suitable to efficient use by ESU #13. All donations become the property of ESU #13 and will be used in the interests of ESU #13. The gift shall not promote a political cause or a religious view.
2. Gifts to Employees. Students and patrons shall not be encouraged or coerced to give personal gifts to ESU #13 employees in their position as employees. In the event an employee receives such a gift with a monetary value in excess of \$50, the employee is to inform the Administrator, who is then authorized to require that the employee disburse the gift to ESU #13 or equitably among other ESU #13 staff serving the person making the gift.
3. Gifts by ESU #13 Employees. ESU #13 employees are not to give gifts to students who they serve in their employment. Exceptions are allowed for a homebound or seriously ill child, and in other cases where administrative approval is given.

Legal Reference:	
Date of Adoption: Updated:	December 17, 2019

I. Internal Controls

ESU #13 will develop and maintain internal control procedures as required by law and in accordance with sound fiscal monitoring practices that will ensure appropriate oversight of state and federal funds. The following internal control procedures will be utilized for all federal grants:

Generally: If ESU #13 receives federal awards, grants, or other funds, ESU #13 will:

1. Establish and maintain effective internal control over the federal award that provides reasonable assurance that ESU #13 manages the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. ESU #13 will endeavor to develop and align these internal controls consistent with the “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States or the “Internal Control Integrated Framework” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO);
2. Comply with the U.S. Constitution, federal statutes, regulations, and the terms and conditions of the federal award;
3. Evaluate and monitor the ESU 's compliance with statutes, regulations and the terms and conditions of federal award;
4. Take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; and
5. Take reasonable cybersecurity and other measures to safeguard protected personally identifiable information and other information the federal awarding agency, or pass-through entity, designates as “sensitive” or ESU #13 considers sensitive, consistent with applicable federal, state, and local laws regarding privacy and responsibility over confidentiality.

Legal Reference: 2 C.F.R. § 200.303.

Management requirements: ESU #13 will manage equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until ESU #13 disposes of such equipment. ESU #13 will, as a minimum, meet the following requirements:

1. Maintain property records of the equipment (including equipment description, serial number or other identification number, source of funding, acquisition date, and the like);
2. Maintain a physical inventory procedure, with an inventory occurring at a minimum of every two years;
3. Implement a control system to ensure safeguards for preventing property loss, damage or theft;
4. Implement adequate maintenance procedures for the equipment; and
5. Implement sales and disposition procedures for the equipment to ensure the highest possible return.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value of \$10,000 or less (per unit) may be retained, sold, or otherwise disposed of in accordance with the Board’s Sale and Disposal of Property Policy.

All equipment, whether acquired in whole or in part under a federal award, with a current fair market value in excess of \$10,000 (per unit), may only be sold or otherwise disposed of in accordance with the provisions of 2 C.F.R. § 200.313(e)(2)-(3).

Legal Reference: 2 C.F.R. §§ 200.313 & 200.303.

Procurement: ESU #13 will use its own documented procurement procedures which reflect applicable State, local, and tribal laws and regulations, provided that the procurements conform to applicable Federal law and the requirement standards imposed by law, including:

1. A procedure for micro-purchases (Under \$10,000);
2. A procedure for ~~small purchases~~ **simplified acquisition threshold** (between \$10,000 to \$250,000);
3. A procedure for sealed bids (over \$250,000);
4. A procedure for competitive proposals (with an explanation for why sealed bids were not accepted if over \$250,000); and
5. A procedure for noncompetitive bids.

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

Cross-Reference: Article 3, Section 5 & Article 6, Section 5

Contract Terms: All contracts funded (in whole or in part) by federal funds and/or federal awards must contain the following terms or, via this Policy, the following terms are required and incorporated into any such contracts:

1. An assurance that minority business enterprises and labor surplus area firms are used, when possible;
2. An Anti-Lobbying clause for all contracts, including an Anti-Lobbying Certification, for contracts exceeding \$100,000;
3. A Suspension and Debarment clause;
4. A provision for termination for cause and for convenience, including the manner by which it will be affected and the basis for settlement;
5. A clause that addresses administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and a provision for sanctions and penalties;
6. For contracts in excess of \$150,000, a clause addressing the Clean Air Act and the Federal Water Pollution Control Act;
7. A provision maintaining contract oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders;
8. A provision addressing ESU 13's conflict of interest policies; and
9. A requirement that the contractor maintains records related to the contracted work.

Legal Reference: 2 C.F.R. § 200.319(d); 2 C.F.R. § 200.321; 2 C.F.R. § 200, Appendix II(I); 2 C.F.R. § 200, Appendix II(H); 2 C.F.R. § 200, Appendix II(B); 2 C.F.R. § 200, Appendix II(A); 2 C.F.R. § 200, Appendix II(G); 2 C.F.R. § 200.318(b); 2 C.F.R. § 200.318(c)(1); 2 C.F.R. § 200.318(i); 2 C.F.R. § 200.324(a); 2 C.F.R. § 200.324(b).

Federal Interest Reporting: ESU 13 will follow the required federal interest reporting and recording requirements, if applicable, for any real property or improvement interest financed, in whole or in part, with federal funds.

Legal Reference: 2 C.F.R. §§ 200.310-200.313.

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

For all other records, ESU #13 will retain such records for the length of time as required by law.

Legal Reference: 2 C.F.R. § 200.333, 2 C.F.R. § 200.34 & 34 C.F.R. § 81.31.

Suspension and Debarment: ESU #13 will not contract with any entity or individual who has been debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities. Before entering into a contract regarding a federal award, ESU #13 will either: (1) verify that a vendor has not been debarred, suspended or otherwise excluded via SAM.gov, (2) collect a verification from that vendor; or (3) add a clause to the contract with the vendor. ESU #13 will maintain a copy of said verification or documentation.

Legal Reference: 2 C.F.R. § 200.213.

Financial Management: ESU #13 will maintain financial management systems to account for the federal funds, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award. These records will be sufficient to permit ESU #13 to prepare reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the Federal statutes, regulations, and the terms and conditions of the Federal award. The financial management system will provide for the following:

1. Identifying all of the federal awards received and expended and the federal programs under which they were received;
2. Ensuring that accurate, current, and complete disclosure of the financial results of each federal award or program are maintained in accordance with reporting requirements;
3. Maintaining records and documentation that sufficiently identify the amount, source, and expenditure of funds for federally-funded activities;
4. Ensuring effective controls over accountability and safeguards for all funds, property, and other assets;
5. Comparing actual expenditures with budget amounts for each federal award;
6. Ensuring payments of federal funds are made in accordance with applicable law,

- including 2 C.F.R. § 200.305; and
7. Determining the allowability of costs in accordance with applicable law and the conditions of the federal award.

Legal Reference: 2 C.F.R. § 200.302.

Program Income: ESU #13 will consult with the federal awarding agency and refer to the applicable law and federal program terms and conditions to determine how to account for, deduct and otherwise handle income from federal programs.

Legal Reference: 2 C.F.R. § 200.307.

Cost Sharing or Matching: For all federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of ESU #13's cost sharing or matching, when such contributions meet all of the following criteria:

1. Are verifiable from ESU #13's records;
2. Are not included as contributions for any other Federal award;
3. Are necessary and reasonable for accomplishment of project or program objectives;
4. Are allowable under the applicable Cost Principles requirements;
5. Are not paid by the Federal Government under another Federal award, except where the federal statute authorizing a program specifically provides that Federal funds made available for such program can be applied to matching or cost sharing requirements of other Federal programs;
6. Are provided for in the approved budget when required by the federal awarding agency; and
7. Conform to other provisions of the law or terms and conditions of the federal award, as applicable.

Legal Reference: 2 C.F.R. § 200.306.

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

1. Is reasonable for the services rendered; and
2. Conforms to the established written expectations of ESU #13, as applied consistently to both Federal and non-Federal activities.

If ESU #13 intends to charge compensation to federal awards, such charges will be based on records that accurately reflect the work performed, and will:

1. Be supported by a system of internal control which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
2. Be incorporated into the official records of ESU #13;

3. Reasonably reflect the total activity for which the employee is compensated by ESU #13, not exceeding 100% of compensated activities;
4. Encompass both federally-assisted and all other activities compensated by ESU #13 on an integrated basis, but may include the use of subsidiary records as defined in ESU #13's written procedures;
5. Comply with the established accounting policies and practices of ESU #13; and
6. Differentiate and account for the distribution of the employee's salary or wages among specific activities or cost objectives if the employee works on more than one Federal award; a Federal award and non-Federal award; an indirect cost activity and a direct cost activity; two or more indirect activities which are allocated using different allocation bases; or an unallowable activity and a direct or indirect cost activity.

Any leave and/or fringe benefits charged to a federal award must satisfy all criteria set forth in 2 C.F.R. § 200.431(b) and/or (c).

Budget estimates will generally not be used to support for charges to Federal awards but may be used for interim accounting purposes.

Legal Reference: 2 C.F.R. §§ 200.430 & 200.431.

Federal Funds for Construction Projects: If ESU 13 is granted the authority to use federal funds for a construction project, ESU 13 will follow the Davis-Bacon and Related Acts, including the payment of "prevailing wages" to those who work on the job site, as well as the contractor bonding requirements.

Legal Reference: 40 U.S. Code § 3141, et seq; 2 C.F.R. § 200.326.

Capitalization and Depreciation: The ESU will follow the rules for selected items of cost at 2 C.F.R. Part 200, Subpart E, when charging these specific expenditures to a federal grant. When applicable, ESU staff will check costs against the selected items of cost requirements to ensure the cost is allowable. In addition, federal, state, or program-specific rules, including the terms and conditions of the award, may deem a cost as unallowable and ESU personnel shall follow those requirements. The following rules of allowability apply to equipment and other capital expenditures:

- A. Capital expenditures for general purpose equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the federal awarding agency or pass-through entity.
- B. Capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the federal awarding agency or pass-through entity.
- C. Capital expenditures for improvements to land, buildings, or equipment which materially increase their value or useful life are unallowable as a direct cost except with the prior

written approval of the federal awarding agency or pass-through entity.

- D. Allowability of depreciation on buildings, capital improvements, and equipment shall be in accordance with 2 C.F.R. § 200.436 and 2 C.F.R. § 200.465.
- E. When approved as a direct cost by the federal awarding agency or pass-through entity under Sections A - C, capital expenditures will be charged in the period in which the expenditure is incurred, or as otherwise determined appropriate and negotiated with the Federal awarding agency.
- F. If the ESU is instructed by the federal awarding agency to otherwise dispose of or transfer the equipment, the costs of such disposal or transfer are allowable.
- G. Any depreciation will be computed, charged, and recorded in a manner consistent with federal regulations and any requirements of the federal awarding agency.

Legal Reference: 2 C.F.R. §§200.436 & 200.439.

Maintaining Records: Financial records, supporting documents, statistical records, and all other ESU records pertinent to a federal award must be retained for the minimum period time as required by federal law or the terms of the federal awarding agency, whichever is longer in time.

Legal Reference: 2 C.F.R. § 200.334.

Conflict of Interest: No ESU 13 employee, agent, or Board Member with a real or apparent conflict of interest may participate in the selection, award, or administration of a contract supported by or with federal funds. A “conflict of interest” includes, but is not limited to, a financial or other interest in or a tangible personal benefit from federal funds that would directly or indirectly benefit either (1) the employee, agent, or Board Member; (2) any member of their immediate family; or their spouse or partner, or (3) an organization that employs or is about to employ those individuals. ESU 13 employees, agents, and Board Members may only accept gratuities, favors, or anything of monetary value from federally funded contractors in accordance with ESU 13’s Conflict of Interest Policy. Any ESU 13 employee, agent, or Board Member who knowingly violates these terms may be subject to discipline, up to and including termination of employment and/or referral for possible criminal prosecution.

Legal Reference: 2 C.F.R. §§ 200.112 & 200.318.

Unexpected or Extraordinary Circumstances: For all federal awards, if ESU #13 does not currently have in place a sufficient policy that addresses extraordinary circumstances, such as those caused by COVID-19, ESU #13 may amend or create a policy at a later date in order to put emergency contingencies in place for federal and non-federal similarly situated employees. If the conditions exist for charges to be made to the federal grant, then charges may also be made to any non-federal sources that are used by ESU #13 in order to meet a matching requirement. ESU #13 will take other steps to comply with federal award requirements in the event of unexpected or extraordinary circumstances.

Legal Reference: 2 C.F.R. §§ 200, et seq.

SERVICES and OPERATIONS

Section 5 Purchasing

A. Authority

In order to carry out the statutory mission of ESU #13, ESU #13 is authorized to:

1. Purchase, lease, or lease-purchase real estate, equipment, supplies, services, and personal property for its own use.
2. Either individually, or collectively with other educational service units, purchase, lease, lease-purchase, or act as purchase agent for administrative and instructional supplies, instructional equipment, instructional services, and personal property for resale only to educational entities.
3. Acquire office space by purchase out of funds appropriated to ESU #13 for educational purposes or rent or lease such space as may be necessary.
4. Acquire the personal property necessary for the performance of its duties.

When ESU #13 advertises for bids for administrative or instructional supplies, instructional equipment, instructional services, and personal property, acceptance of any bid submitted to ESU #13 obligates ESU #13 to award the contract in accordance with the plans and specifications and in the quantities set forth in the bid documents.

Legal Reference:	Nebraska Statutes: 79-1220 and 79-1223
Date of Adoption:	December 17, 2019
Updated:	

B. General Guidelines

The procurement of goods and services for ESU #13 shall be secured in an efficient and economical manner. All legal requirements are to be followed and each purchase shall be within the mission, objectives and financial resources of ESU #13. Competition between suppliers is considered to be desirable for the purpose of securing maximum value at a minimum cost.

Contracts for purchases, services, leases or rental and other agreements to encumber funds shall be made only with the approval of the Board or, where authorized, by the Administrator or designee. Notwithstanding anything to the contrary, no employee may enter into any agreement or understanding on behalf of ESU #13 that may financially benefit the employee, member of the employee's immediate family, or a business with which the employee is associated, unless the Board approves such contract or arrangement in advance.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	August 20, 2024

C. Involvement of Staff

Employees directly responsible for the use of particular supplies, materials, equipment or services shall on request provide the Administrator or designee input with regard to needs and specifications, through a requisition process or as otherwise established by the Administrator. Such input shall be considered in making purchasing decisions. Teachers are not, however, to receive sales calls during the instructional day without authorization from the Administrator or designee.

Any employee who orders any supplies or equipment outside of that which has been included in the annual budget or without written authorization of the Administrator or designee shall be personally liable for payment of the order.

Legal Reference:	
Date of Adoption: Updated:	December 17, 2019

D. Capital Asset Management

ESU #13 shall maintain a fixed capital asset management system, tracking fixed capital assets equal to or greater than \$5,000. Fixed capital assets shall include the following: land, land improvements, easements, buildings, building improvements, vehicles, machinery and equipment, and infrastructure such as roads and waterlines. Any renovation or alteration to an existing building that adds useful space to the structure or extends the facility's useful life will be considered a fixed capital asset. Conversely, improvements that do not add useful space to the structure, or extend the facility's useful life will be considered maintenance and repair. At the discretion of the Administrator, items may be included in the fixed capital asset listing which do not meet the definition, including items generally smaller in size and more susceptible to theft.

The following are general guidelines for additions, disposal and review of capital assets.

1. Additions – All purchases of fixed capital assets shall comply with the policies of the Board of Educational Service Unit #13. When capital assets are received, the business manager shall ensure that the administrative assistant is notified of the addition. The administrative assistant will be responsible for maintaining a master spreadsheet with all of ESU #13's fixed capital assets included.
2. Disposal – The disposal of any ESU #13 capital assets shall be in compliance with the policies of the Board of Educational Service Unit #13. Upon the disposal of any capital assets, the Administrator or designees shall inform the administrative assistant of the asset's disposal, and the administrative assistant will make the appropriate amendments to the master spreadsheet of fixed assets.
3. Review – The administrative assistant will conduct an annual review of the fixed

capital asset listing to ensure accuracy and make necessary adjustments.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	December 19, 2023

E. Inventory of ESU #13 Property

ESU #13’s Administrative Department shall maintain a master inventory spreadsheet of ESU #13’s assets that have a value of over \$300 for technological items and \$500 for all other items. This inventory shall not include items listed under the fixed capital asset list. The Director of each program shall inform the Administrative Department when an item is disposed of, and the items shall be removed from the master inventory spreadsheet. An annual review of the master inventory spreadsheet will be conducted by October 31st, with the Director of each program verifying the accuracy of the spreadsheet.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	December 19, 2023

F. Construction Projects

ESU #13 shall bid every project for the construction, remodeling, or repair of any building or for site improvements when the contemplated expenditures for the project is in excess of \$109,000.00, or such sum as adjusted pursuant to Nebraska Statute §73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders. The Administrator or designee shall prepare a notice to bidders containing a general description of the scope of the project being bid; the location of the project; the means of obtaining project documents, including plans and specifications; the date and hour bids will close; and the date, hour and place bids are to be returned, received and opened, and a provision that such bids will be immediately and simultaneously opened in the presence of the bidders or representatives of the bidders.
2. Regular Manner of Advertisement for Bids. The notice to bidders shall be published one time in a newspaper of general circulation in the ESU #13 district. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board or Administrator may, in their sole discretion, elect to utilize further advertisement for bids as it may determine appropriate to secure a sufficient number of qualified bidders for the scope of the project.
3. Bid Opening. When the hour is reached for such bids to close, bids will be immediately and simultaneously opened. Bidders or representatives of bidders will be invited to be present.

4. Contract Award. The contract shall be awarded to the lowest responsible bidder as and to the extent required by law. When not so required, the award shall be made on the basis of the contract award criteria set forth in Board Policy for purchases of equipment, materials and supplies.
5. Performance and Payment Bonds. Whenever any contract is entered into for the erecting, furnishing, or repairing of any building or other public structure or improvement, the contractor shall be required, before commencing such work, to furnish a performance, labor and material payment bond. The bond requirement shall not apply, however, to any project bid or proposed which has a total cost of \$10,000 or less unless the Board or Administrator includes a bond requirement in the specifications for the project. The bond shall be in an amount not less than the contract price. The bond shall be conditioned on the faithful performance of the contract and the payment by the contracting party of all laborers and mechanics for labor that is performed and of all material and equipment rental that is actually used or rented in connection with the improvement project and the performance of the contract. Such bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by ESU #13.
6. Retention of an Architect or Engineer. ESU #13 shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or those under the direct supervision of an architect or professional engineer; provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed One Hundred and Eighteen Thousand Dollars (\$118,000), as adjusted from time to time by Nebraska Statute 81-3445 or other applicable law.
7. Additional Procedures. Each bid for which a labor and material bond is required shall be accompanied by a bid bond or certified check in the amount of five percent (5%) of such bid unless the Board or Administration waives such requirement. The Board or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriate for a particular project.

Legal Reference:	Nebraska Statutes: 52-118 (construction performance and payment bonds); 73-101 to 73-106 (bidding construction projects); 81-3445 (architect or engineer)
Date of Adoption:	December 17, 2019
Updated:	June 21, 2022

G. Equipment, Materials and Supplies

1. Purchases up to \$10,000 Open Market. The Administrator or designee shall be authorized to purchase any item specifically budgeted up to \$10,000 in the open market. Official action by the Board shall be requested by the Administrator where it is required by law or in those instances where it appears to be in the best interests of ESU #13. The purchase of items in excess of \$10,000 shall require Board approval.

Open market orders and contracts for the purchase of equipment, materials and supplies shall be awarded based on the following criteria:

- a. Quality of product.
 - b. Suitability of product.
 - c. Equality of price (or fairness of price).
 - d. Conformance to specifications.
 - e. Convenience of delivery.
 - f. General reputation of business firms.
 - g. Services to be provided to ESU #13 by supplier.
 - h. Established relationship between supplier and ESU #13.
 - i. Ability to provide the goods or services under question.
 - j. Ability to provide replacement parts for the goods to be purchased.
 - k. Warranties offered on products.
 - l. Adherence to State Law and Federal Regulations.
 - m. Any other stipulations set forth in Board policy or by Board action with regard to purchasing decisions.
2. Purchases from \$10,000 up to \$100,000 - Solicit Proposals. The Administrator or designee shall request the submission of bids, quotes or proposals for purchases, which have a cost from \$10,000 up to \$100,000. The Administrator or designee shall receive and evaluate all proposals and make a recommendation to the Board for acceptance. The Board reserves the right to reject any and all proposals, to waive any informality in any proposal, and to accept the proposal that it deems best serves the interests of ESU #13; which may or may not be the lowest cost proposal.
3. Purchases of \$100,000 and above - Sealed Bids. The Administrator or designee shall advertise for sealed bids for purchases which have a cost of greater than \$100,000.
 - a. Bid instructions and specifications. The Administrator or designee shall prepare bid instructions that are clear and complete and conducive to competitive bidding. The bid instructions shall set forth all considerations necessary to bid and be consistent with any guidelines established by the Board.
 - b. Advertisement. The notice to bidders shall be published appropriately in a manner that will allow for competition. Vendors and suppliers shall be invited to have their names placed on mailing lists to receive invitations to bid. When specifications are prepared, they will be mailed or made

available to all vendors or suppliers who have indicated an interest in bidding.

- c. Sealed bids. Bids must be submitted in sealed envelopes, addressed to the Board, and plainly marked with the name of the bid and the time of the bid opening.
- d. Withdrawal of Bids and Late Bids. Any bid may be withdrawn prior to the scheduled time for the opening of bids. Any bid received after the time and date specified shall not be considered.
- e. Bid Opening. Bids shall be opened at the time specified and all bidders and other persons shall be invited to be present. After the bids have been opened and tabulated, they shall be available for those interested to copy or study. They shall not, however, be removed from the ESU #13 offices.
- f. Right to Reject. The Board reserves the right to reject any or all bids and to accept the bid which appears to be in the best interest of ESU #13. Each bid notice should carry the notification that ESU #13 reserves the right to accept or reject any or all bids.
- g. Right to Waive Bid Formalities. The Board reserves the right to waive any informality in, or reject any or all bids, or any part of any bid, as consistent with law.
- h. ESU #13 need not comply with the bidding requirements if ESU #13 purchases property from the Nebraska State Purchasing Bureau, so long as the Nebraska State Purchasing Bureau competitively bids the purchase of property.

Legal Reference:	
Date of Adoption:	December 17, 2019
Updated:	

H. Services

Contractual services which by their nature are not adapted to award by competitive bidding, such as contracts for the services of individuals possessing a high degree of professional skill, where the ability or fitness of the individual plays an important part, are not subject to the competitive bidding process.

Every contract for services to be provided to ESU #13 shall require that the contractor use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. Such requirement shall be deemed to be included and a part of the terms of every contract for services with the School District, including but not limited to oral contracts.

Contractual services which are determined to be suitable for competitive bidding, quotations, or proposals, will be awarded using the same procedures and criteria as established for the purchase of equipment, materials and supplies.

Legal Reference:	Nebraska Statute: 4-114
Date of Adoption: Updated:	December 17, 2019

I. Lease-Purchase

The Administrator or designee may enter into lease-purchase agreements on behalf of ESU #13 when the total commitment is below \$20,000. Lease-purchase agreements in excess of such amount require Board approval.

Legal Reference:	
Date of Adoption: Updated:	December 17, 2019

J. Rebates to Employees or Board Members

No employee or Board member shall receive a rebate, commission, expense-paid trip, or anything of value from individuals or companies from which ESU #13 makes purchases without administrative approval. In cases that directly involve the Administrator, the Board shall be notified for approval.

Legal Reference:	
Date of Adoption: Updated:	December 17, 2019

K. Credit Card Purchasing Program

1. The Board authorizes the Administrator or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of ESU #13.
2. The Board of Education delegates to the Administrator or designee: (a) the determination of the type of purchasing card or cards to be utilized in ESU #13's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in ESU #13's purchasing card program. The Administrator shall submit the approved names to the Board, from time to time.
3. ESU #13's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of ESU #13. No officer or employee of ESU #13 shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Administrator or designee shall temporarily or permanently suspend said cardholder's purchasing card

privileges.

5. Upon the termination or suspension of employment of an individual using a purchasing card, the Administrator or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference:	Nebraska Statute: 13-610
Date of Adoption:	December 17, 2019
Updated:	

L. Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 (~~small-purchase~~ **simplified acquisition** threshold) per procurement event or in aggregate purchases this organization will follow the informal **simplified acquisition threshold** ~~Small-Purchase~~ procedures.
- When the annual total for food service program related items is greater than \$250,000 (~~small-purchase~~ **simplified acquisition** threshold) per year per procurement event or in aggregate purchases this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for single purchases under \$10,000 made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

~~Small-Purchase~~ **Simplified Acquisition Threshold** Procedures

For purchases made below the ~~small-purchase~~ **simplified acquisition** threshold, ~~Small Purchase~~ **simplified acquisition** threshold procedures will be utilized to purchase necessary goods and services. When ~~Small-Purchase~~ **simplified acquisition** procedures are used, this organization will take the following steps:

1. Contact a reasonable number of qualified vendors.

2. Write specifications for goods and services.
3. Document each vendor's quoted price. (ex. log sheet)
3. Select the company that provides the lowest, most responsive, and responsible bid.
4. Document supplier who was awarded the quote.
5. Manage orders by confirming product and prices match quotes.

Formal Competitive Solicitation Procedures

For purchases made in excess of the ~~small-purchase~~ simplified acquisition threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid ("IFB") or Request for Proposal ("RFP") document specifically addressing the items to be procured
 - a. Include detailed specifications
 - b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
 - b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21.
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the ~~small-purchase simplified acquisition~~ threshold established in the sponsor's procurement policy statement is less than \$250,000, the smaller bid threshold will govern.)

Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

1. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a) (I-7)]
2. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the

products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. [2 CFR 200.319(a)(6)]

3. Documentation: We shall maintain for the current year and the preceding three years all significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]
4. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]
5. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)]
6. General Requirements:
 - a. Small, minority, veteran-owned, and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
 - b. Ensure compliance with the Buy American Provision when purchasing food. [7 CFR 210.21(d)]
 - c. A cost or price analysis in connection with every procurement action in excess of the **Small Purchase simplified acquisition** threshold including contract modifications. [2 CFR 200.323(a)]
 - d. Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
7. Duties of Food Service Supervisor:
 - a. Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting and budgeting.
 - b. Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods or services.
 - c. Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer's markets, etc.
 - d. Make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service, and price.
 - e. Place and confirm orders with vendors or make plans to purchase the required items.
 - f. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
 - g. To work with vendors on a fair and equal basis.
 - h. To conduct an in-house procurement review once per year.

M. Procurement Plan – Code of Conduct

ESU #13 seeks to conduct all procurement procedures in compliance with federal and state regulations and without any conflicts of interest with employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent of ESU #13 may participate in the selection, award, or administration of a contract supported by federal, state, or local funds if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee, officer, or agent of ESU #13 may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Employees, officers or agents of ESU #13 that violate these standards shall be subject to appropriate disciplinary actions.

N. Technology Contracts

For any company that submits a bid or proposal for any technology-related product or service, and before entering into any contract with any company for any technology-related product or service, the company must certify that: (1) the company is not a “scrutinized company” (as defined by law); (2) the company will not subcontract with any scrutinized company for any aspect of performance of the contemplated contract; and (3) any products or services to be provided do not originate with a scrutinized company. The ESU will not knowingly enter into any contract with any scrutinized company.

Legal Reference:	LB 1300 (2024)
Date of Adoption:	August 20, 2024
Updated:	February 18, 2025



EQUITY and LEGAL COMPLIANCE

Section 1 Non-Discrimination

A. Policy of Non-Discrimination

ESU #13 does not discriminate on the basis of any protected status in its programs and activities and provides equal access to designated youth groups. Reasonable accommodations will be provided to employees with disabilities and to those who are pregnant, have given birth, or have a related medical condition, as required by law. Complaints or concerns involving discrimination should be addressed to:

ESU #13 Compliance Coordinator/Human Resources Department
4215 Avenue I, Scottsbluff, NE 69361 (308) 635-3696

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

ESU #13 is committed to offering employment and educational opportunities to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, of any kind by ESU #13 employees, including co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated. All ESU #13 employees are expected to take prompt and appropriate actions to report and prevent discrimination. Employees who witness or become aware of possible discrimination must immediately report the conduct to his or her supervisor or the designated Compliance Coordinator.

B. Harassment

1. General Harassment

Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to any protected status that is sufficiently serious to deny, interferes with, or limits a person's ability to participate in or benefit from an educational or work program or activity, including, but not limited to:

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

Educational programs and activities include all academic, educational, extracurricular,

athletic, and other programs of ESU #13 whether those programs take place in an ESU #13 facility, on an ESU #13 vehicle, at a class or training program sponsored by ESU #13 at another location, or elsewhere.

Discriminatory harassment because of any protected status may include, but is not limited to:

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

2. Sexual Harassment

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

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

If ESU #13 knows or reasonably should know about possible harassment, including violence, ESU #13 will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred and take appropriate interim measures, if necessary. If ESU #13 determines that unlawful harassment occurred, ESU #13 will take prompt and effective action to eliminate the harassment, prevent its recurrence, and remedy its effects, if appropriate. If harassment or violence that occurs off

ESU #13 property creates a hostile environment at ESU #13, ESU #13 will follow this policy and grievance procedure, within the scope of its authority.

ESU #13 is committed to offering employment and educational opportunities to its employees and students in a climate free of harassment. Accordingly, unlawful harassment of any kind by ESU #13 employees, including co-workers, non-employees (such as volunteers), third parties, others is strictly prohibited and will not be tolerated. All ESU #13 employees are expected to take prompt and appropriate actions to report and prevent harassment. Employees who witness or become aware of possible harassment must immediately report the conduct to his or her supervisor or the designated Compliance Coordinator.

C. Anti-retaliation

ESU #13 prohibits retaliation, intimidation, threats, coercion, or discrimination against any person for opposing discrimination, including harassment, or for participating in ESU #13's discrimination complaint process or making a complaint, testifying, assisting, or participating in any manner, in an investigation, proceeding, or hearing. Retaliation is a form of discrimination.

ESU #13 will take immediate steps to stop retaliation and prevent its recurrence against the alleged victim and any person associated with the alleged victim. These steps will include, but are not limited to, notifying students, employees, and others, that they are protected from retaliation, ensuring that they know how to report future complaints, and initiating follow-up contact with the complainant to determine if any additional acts of discrimination, harassment, or retaliation have occurred. If retaliation occurs, ESU #13 will take prompt and strong responsive action, including possible discipline, including expulsion or termination, if applicable.

ESU #13 is committed to offering employment and educational opportunities to its employees and students in a climate free of retaliation. Accordingly, unlawful retaliation of any kind by ESU #13 employees, including co-workers, non-employees (such as volunteers), third parties, others is strictly prohibited and will not be tolerated. All ESU #13 employees are expected to take prompt and appropriate actions to report and prevent retaliation. Employees who witness or become aware of possible retaliation must immediately report the conduct to his or her supervisor or the designated Compliance Coordinator.

D. General Grievance (or Complaint) Procedures

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the Compliance Coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation ("discrimination") to the Compliance Coordinator.

If the Compliance Coordinator is the person alleged to have committed the discriminatory act, then the complaint should be submitted to the Administrator for assignment. A discrimination

complaint form is attached to this grievance procedure and is available in the office of each ESU #13 building, on the ESU #13 website, and from the Compliance Coordinator.

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

1. Level 1 (Investigation and Findings)

The Compliance Coordinator will review and evaluate each grievance, complaint, or report to determine if such grievance, complaint or report is covered under Title IX. If such a grievance, complaint or report is covered under Title IX, then the Compliance Coordinator will follow the Title IX Grievance Procedures, as developed and implemented by the ESU Administrator. For all other grievances, complaints or reports, the Compliance Coordinator will follow these General Grievance Procedures. Once ESU #13 receives a grievance, complaint or report alleging discrimination, harassment, or retaliation, or becomes aware of possible discriminatory conduct, ESU #13 will conduct a prompt, adequate, reliable, thorough, and impartial investigation to determine whether unlawful harassment occurred. If necessary, ESU #13 will take immediate, interim action or measures to protect the alleged victim and prevent further potential discrimination, harassment, or retaliation during the pending investigation. The alleged victim will be notified of his or her options to avoid contact with the alleged harasser, such as changing a class or prohibiting the alleged harasser from having any contact with the alleged victim pending the result of ESU #13's investigation. ESU #13 will minimize any burden on the alleged victim when taking interim measures to protect the alleged victim.

ESU #13 will promptly investigate all complaints of discrimination, even if an outside entity or law enforcement agency is investigating a complaint involving the same facts and allegations. ESU #13 will not wait for the conclusion or outcome of a criminal investigation or proceeding to begin an investigation required by this grievance procedure. If the allegation(s) involve possible criminal conduct, ESU #13 will notify the complainant of his or her right to file a criminal complaint, and ESU #13 employees will not dissuade the complainant from filing a criminal complaint either during or after ESU #13's investigation.

ESU #13 will aim to complete its investigation within ten (10) working days after receiving a complaint or report, unless extenuating circumstances exist **as determined by the investigator**. Extenuating circumstances may include the unavailability of witnesses due to illness or incapacitation, or additional time needed because of the complexity of the investigation, the need for outside experts to evaluate the evidence (such as forensic evidence), or multiple complainants or victims. If extenuating circumstances exist, the extended timeframe to complete the investigation will **not exceed ten (10) additional working days without the consent of the complainant, unless the alleged victim agrees to a longer timeline be determined by the investigator and in compliance with any legal requirements**. Periodic status updates will be given to the parties, when appropriate.

ESU #13's investigation will include, but is not limited to:

- a. Providing the parties with the opportunity to present witnesses and provide evidence.
- b. An evaluation of all relevant information and documentation relating to the alleged discriminatory conduct.
- c. For allegations involving harassment, some of the factors ESU #13 will consider include: 1) the nature of the conduct and whether the conduct was unwelcome, 2) the surrounding circumstances, expectations, and relationships, 3) the degree to which the conduct affected one or more students' education, 4) the type, frequency, and duration of the conduct, 5) the identity of and relationship between the alleged harasser and the suspect or suspects of the harassment, 6) the number of individuals involved, 7) the age (and sex, if applicable) of the alleged harasser and the alleged victim(s) of the harassment, 8) the location of the incidents and the context in which they occurred, 9) the totality of the circumstances, and 10) other relevant evidence.
- d. A review of the evidence using a “preponderance of the evidence” standard (based on the evidence, is it more likely than not that discrimination, harassment, or retaliation occurred?)

The Compliance Coordinator (or designated investigator) will complete an investigative report, which will include:

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

If someone other than the Compliance Coordinator conducted the investigation, the Compliance Coordinator will review, approve, and sign the investigative report. ESU #13 will ensure that prompt, appropriate, and effective remedies are provided if a finding of discrimination, harassment, or retaliation is made. ESU #13 will maintain relevant documentation obtained during the investigation and documentation supportive of the findings and any subsequent determinations, including the investigative report, witness statements, interview summaries, and any transcripts or audio recordings, pertaining to the investigative and appeal proceedings.

ESU #13 ~~will~~ **may, when appropriate or when legally required**, send concurrently to the parties written notification of the decision (findings and any remedy) regarding the complaint within one ~~(1) working day~~ **week** after the investigation is completed. The Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 11232g; 34 C.F.R. Part 99, permits ESU #13 to disclose relevant information to a student who was discriminated against or harassed.

2. *Level 2 (Appeal to the Administrator)*

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

3. *Level 3 (Appeal to the Board)*

If the party is not satisfied with the Administrator's determination, he or she may file an appeal in writing with the Board within five (5) working days after receiving the Administrator's determination. The Board will review the appeal, the Administrator's determination, the investigative documentation and decision, and allow the party to address the Board ~~at a Board meeting or a Committee of the Board of Education~~ to present his or her appeal. ~~The party will be allowed to address the Board at the Board's next regularly scheduled Board meeting (unless the Board receives the appeal within one week of the next regularly scheduled Board meeting) or at a time and date agreed to by the Board, Compliance Coordinator and the party.~~ The Board, or Committee of the Board of Education may, in its discretion, ~~will~~ issue a written determination about the appeal. ~~within thirty (30) days after the party addresses the Board.~~ The Board or a Committee of the Board may, in the alternative, vote on the appeal and send the party the outcome of vote. The party who filed the appeal will be sent the Board's determination. ~~at the time it is issued, and a copy will be sent to the Compliance Coordinator.~~ The Board's or Committee's determination, and any actions taken, will be final on behalf of ESU #13.

E. Confidentiality

The identity of the complainant will be kept confidential to the extent permitted by state and federal law. ESU #13 will notify the complainant of the anti-retaliation provisions of applicable laws and that ESU #13 will take steps to prevent retaliation and will take prompt and strong responsive actions if retaliation occurs.

If a complainant requests confidentiality or asks that the complaint not be pursued, ESU #13 will take all reasonable steps to investigate and respond to the complaint consistent with the request for confidentiality or the request not to pursue an investigation, as long as doing so does not prevent ESU #13 from responding effectively to the harassment and preventing harassment of other students. If a complainant insists that his or her name or other identifiable information not be disclosed to the alleged perpetrator, ESU #13 will inform the complainant that its ability to respond may be limited. Even if ESU #13 cannot take disciplinary action against the alleged harasser, ESU #13 will pursue other steps to limit the effects of the alleged harassment and prevent its recurrence, if warranted.

F. Title IX Grievance (or Complaint) Procedures

ESU #13, in response to federal and state regulations for Title IX of the Education Amendments of 1972 - Prohibiting Sex Discrimination in Education, hereby adopts and re-affirms the following policy:

1. The Board of Education affirms its intent to comply with provisions of Title IX - Prohibiting Sex Discrimination in Education.
2. The publication of this statement re-affirms the ESU #13’s efforts to comply with Title IX to inform citizens of non-discriminatory practices in the dissemination process.
3. The Board of Education hereby authorizes and directs the ESU #13 Administrator, in conjunction with relevant personnel as determined by the ESU #13 Administrator, to adopt and publish grievance procedures providing for prompt and equitable resolution of complaints of sex discrimination in ESU #13. Such grievance procedures shall be developed and be made publicly available, and such forms as needed shall be developed and made available to the public.
4. The grievance procedures adopted and implemented by the ESU #13 Administrator shall be followed by all individuals with concerns about discriminatory practices in ESU #13, including suspected sex discrimination.

Legal Reference:	Title VI, 42 U.S.C. § 2000d, Title VII, 42 U.S.C. § 2000e, Title IX; 20 U.S.C. § 1681, and the Nebraska Fair Employment Practices Act, Neb. Rev. Stat. §48-1101 et seq. Age Discrimination in Employment Act (ADEA), the Older Workers Benefit Protection Act (OWBPA), 29 U.S.C. §621 et seq., and the Nebraska Age Discrimination in Employment Act, Neb. Rev. Stat. §48-1001 et seq.; Americans with Disabilities Act (ADA), 42 U.S.C. § 12101 et seq. Section 504 of the Rehabilitation Act of 1973 (Section 504) Pregnancy Discrimination Act, 42 U.S.C. § 2000e(k) Uniform Service Employment and Reemployment Rights Act (USERRA), 38 U.S.C. § 4301 et seq. Neb. Rev. Stat. § 79-2,115, et seq
Date of Adoption: Updated:	June 16, 2020 October 13, 2020, June 15, 2021, February 20, 2024, August 20, 2024

SERVICES TO SCHOOLS AND CHILDREN

Section 4 Student Conduct

A. Student Conduct Rules

Students are to be held responsible for compliance with the student conduct rules of the school district in which they are enrolled. ESU #13 employees shall report conduct violations to the responsible Program Administrator or Program Director of such school as appropriate for disciplinary action, subject to the student’s IEP or 504 Plan.

The Administrator, Director, or designee is authorized to establish additional conduct rules for students while participating in ESU #13 programs and such conduct rules, when approved by the Board, shall have the effect of Board-approved policy.

Legal Reference:	
Date of Adoption:	December 15, 2020

B. Searches, Seizures and Arrests

ESU #13 property is held in public trust by the Board. ESU #13 authorities may, without a search warrant, search students, protected student areas, or vehicles driven by students parked on ESU #13 property based on a reasonable and definable suspicion that an ESU #13 policy, rule, regulation or law has been violated.

The search shall be in a manner reasonable in scope to maintain order and discipline in the schools, promote the educational environment, and protect the safety and welfare of students, employees and visitors to the ESU #13 facilities. The furnishing of a locker, desk or other facility or space owned by ESU #13 and provided as a courtesy to a student, even if the student provides the lock for it, shall not create a protected student area and shall not give rise to an expectation of privacy with respect to the locker, desk or other facility.

ESU #13 authorities may seize any illegal, unauthorized or contraband materials discovered in the search. Items of contraband may include, but are not limited to, nonprescription controlled substances, marijuana, cocaine, amphetamines, barbiturates, apparatus used for controlled substances, alcoholic beverages, tobacco, weapons, explosives, poisons and stolen property. Such items are not to be possessed by a student while they are on ESU #13 property or on property within the jurisdiction of ESU #13; while on ESU #13 owned and/or operated transportation; while attending or engaged in ESU #13 activities; and while away from ESU #13 grounds if misconduct will directly affect the good order, efficient management and welfare of ESU #13.

Possession of such items will be grounds for disciplinary action including suspension or expulsion and may be reported to local law enforcement officials. The Board believes that illegal, unauthorized or contraband materials may cause materials and substantial disruption to the school environment or presents a threat to the health and safety of students, employees, or visitors on the ESU #13 premises or property within the jurisdiction of ESU #13.

The Program Administrator or Program Directors may release a minor student into the custody of a law enforcement officer upon presentation of a court order or warrant for the student’s arrest, or to remove a student from the ESU #13 premises if the officer or Program Administrator or Program Director have reason to believe that the student has violated the law.

The Program Administrator, Program Director, or designee will immediately attempt to notify the parent/guardian or responsible relative of the student’s removal from the ESU #13 premises and the place to which the student is reportedly taken, except in cases of child abuse.

The appropriate Program Administrator or Program Director of the school in which the student is enrolled is to be notified when items are discovered that would warrant discipline of the student under the school’s student code of conduct.

Legal Reference:	
Date of Adoption:	December 15, 2020

C. Anti-Bullying

One of the missions of ESU #13 is to provide a physically safe and emotionally secure environment for students and staff.

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

The Program Administrator, Program Director, and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or electronic abuse in areas within the control or jurisdiction of ESU #13.

Legal Reference:	Nebraska Statutes: § 79-2,#137 §§79-254 to 79-296 (Student Discipline Act) NDE February 2003 State Board Action; Reaffirmed December 2005
Date of Adoption:	December 15, 2020

D. Dating Violence Prevention – Student

ESU #13 is to provide a physically safe and emotionally secure environment for all students and staff. Positive behaviors are encouraged in the educational program and are required of all students and staff. Inappropriate behaviors, including but not limited to dating violence will not be tolerated and must be avoided by all students and staff.

Pursuant to Section 79-2, 140, the Legislature has defined (a) “dating violence” to mean a pattern of behavior where one person uses threats of, or actually uses, physical, sexual, verbal, or emotional abuse to control his or her dating partner; and (b) “dating partner” to mean any person, regardless of gender, involved in an intimate relationship with another person primarily characterized by the expectation of affectionate involvement whether casual, serious, or long-term.

Strategies and practices are implemented to reinforce positive behaviors and to discourage and protect others from inappropriate behaviors. Dating violence training, as defined by Section 79-2, 141(4), shall be provided to staff deemed appropriate by the administration. The Administrator, Director, or designee will be responsible for reviewing the ESU’s Student Code of Conduct to ensure that this policy is reflected therein.

Legal Reference:	Nebraska Statutes: §79-2, #140; 79-2, 141(4)
Date of Adoption: Updated:	December 15, 2020

E. Weapons

The Board of ESU #13 believes weapons and other dangerous objects and look-a-likes in ESU #13 facilities can cause material and substantial disruption to the ESU #13 environment or present a threat to the health and safety of students, employees and visitors on ESU #13 premises or property within the jurisdiction of the ESU #13.

Weapons and other dangerous objects and look-a-likes shall be taken from students and others who bring them onto the ESU #13 property or onto property within the jurisdiction of ESU #13 or from students who are within the control of the ESU #13. For purposes of this policy, the term “dangerous object” includes any personal safety or security device (~~such as tasers, mace and pepper spray~~). This prohibition includes persons with a permit to carry a concealed handgun. Possession of a weapon includes, without limitation, a weapon in a person’s personal possession or control, including a weapon in a desk, locker, backpack or purse. A person who is uncertain as to what constitutes a “dangerous object” under this policy is strongly encouraged to contact the Program Administrator or the Program Director in advance of such person bringing the item onto ESU #13 property. Any person found to be in violation of this policy shall be subject to disciplinary action, up to and including termination.

Parents of students found to possess weapons or dangerous objects or look-a-likes on ESU #13 property shall be notified of the incident. Confiscation of weapons or dangerous objects shall be reported to the law enforcement officials, and students will be subject to disciplinary action including suspension or expulsion.

Students bringing firearms to ESU #13 or knowingly possessing firearms at the ESU #13 may be expelled for a period of not less than one year. Students bringing to ESU #13 or possessing dangerous weapons, including firearms, will be referred to law enforcement authorities. The Program Administrator or Program Director shall have the authority to recommend this expulsion requirement be modified for students on a case-by-case basis.

Weapons under the control of law enforcement officials shall be exempt from this policy. Firearms also may be possessed by a person for the purpose of using them, with the approval of ESU #13, in a historical reenactment, in a hunter education program, or as part of an honor guard. The Program Administrator or Program Director may allow authorized persons to display weapons or other dangerous objects or look-a-likes for educational purposes. Such a display shall also be exempt from this policy.

Legal Reference:	
Date of Adoption: Updated:	December 15, 2020

F. Tobacco

The use of tobacco products is prohibited in all buildings and all vehicles owned or under the control of ESU #13. Smoking is also prohibited in any outdoor areas where others may be affected by smoke, including areas near the entry of buildings.

For purposes of this policy, tobacco means any tobacco product (including but not limited to cigarettes, cigars, and chewing tobacco), vapor products (including electronic nicotine delivery systems), alternative nicotine products, tobacco product look-alikes, and products intended to replicate tobacco products either by appearance or effect. This does not preclude adults from wearing non-visible nicotine patches, or using nicotine gum without displaying the product container, as part of a smoking cessation program.

Legal Reference:	
Date of Adoption: Updated:	December 15, 2020

G. Visitors to ESU #13

The ESU #13 Board encourages parents and other district citizens to visit ESU #13 programs and classrooms at any time to observe the work of students, teachers and other employees. All visitors, which includes persons other than employees or students, must notify the Program Administrator or Program Director of their presence in the facility upon arrival and request authorization to visit elsewhere in the building.

Persons who wish to visit a classroom while ESU #13 is in session are asked to notify the Program Administrator or Program Director and obtain approval prior to the visit so appropriate arrangements can be made and so class disruption can be minimized. Teachers and other employees shall not take time from their duties to discuss matters with visitors.

Visitors shall conduct themselves in a manner fitting to their age level and maturity and with mutual respect and consideration for the rights of others while attending ESU #13 events. Visitors failing to conduct themselves accordingly may be asked to leave the premises. The Board, Administration and Directors will not tolerate any person or persons whose presence disturbs classes or ESU #13 activities or hinders the instructional process. Children who wish to visit ESU #13 must be accompanied by a parent or responsible adult.

It shall be the responsibility of employees to report inappropriate conduct. It shall be the responsibility of the Program Administrator and Program Directors to take the action necessary to cease the inappropriate conduct. If the Program Administrator or Program Director is not available, an ESU #13 employee shall act to cease the inappropriate conduct.

The Board discourages using ESU #13 as a site for parents without custody to visit their children. The onsite supervisor may deny the parent without custody the opportunity to deliver packages, gifts, messages, etc., to the child and/or to see the child during the program day without the approval of the custodial parent or legal guardian. In this paragraph, "without custody" means the parent lacks joint legal custody under Nebraska law.

ESU #13 may restrict the use of its buildings and grounds or restrict access to ESU #13 property by issuing no trespassing commands and/or stay away/ no trespassing letters when deemed necessary by the Program Administrator or Program Director when any individual or group:

1. is determined to present a risk to the safety of others
2. presents a disruption to the learning environment
3. fails to follow proper check-in and identification procedures
4. does not have a legitimate purpose to be present on ESU #13 grounds or activities

In the event a person prohibited by this or other board policies is on ESU #13 property or is attending an ESU #13 sponsored event, the Program Administrator or Program Director will tell the person he or she must leave and will notify the person they are not permitted back on ESU #13 property, except if their presence is required by the ESU #13. The Program Administrator or Program Director may contact the proper legal authorities if necessary to enforce this policy and may file a report or sign a complaint on behalf of ESU #13.

Legal Reference:	
Date of Adoption: Updated:	December 15, 2020

SERVICES TO SCHOOLS AND CHILDREN

Section 5 Student Health

A. Prohibition on Mandatory Medication

A student shall not be required to obtain a prescription for a controlled substance as a condition for receiving ESU #13 educational services, an evaluation or special education services.

Legal Reference:	20 U.S.C. 1400 et seq. 34 CFR Part 300 (Individuals with Disabilities Education Act and regulations) 92 NAC 51 (NDE Rule 51)
Date of Adoption:	December 15, 2020

B. Dispensing Prescription and Non-Prescription Medications

The administration of prescription and non-prescription medication to students is to be limited to medications that must be taken while students are participating in ESU #13 programs or otherwise under the control and jurisdiction of the ESU #13. All medications administered by ESU #13 personnel shall be administered in accordance with the Medication Aide Act.

If at all possible, all prescription and non-prescription medications should be given at home outside of school hours by the parent or by other responsible parties identified by the parent. However, ESU #13 recognizes that some medication regimes necessitate the administering of medication during school hours; therefore, a safe and effective means of administering the medication is required.

1. Authorizations for Prescription Medications. Prescription medications may be administered when the following are on file with ESU #13:
 - a. Physician’s Authorization: A physician's signed, dated authorization including name of the medication, dosage, administration route, time to be given and reason the student is receiving the medication.
 - b. Caretaker’s Authorization: A caretaker’s signed and dated authorization or permission to administer the medication during school. (Note: All references to “caretaker” in this policy shall mean a parent, foster parent, family member, or legal guardian who provides care for the student for whom medication is to be administered. The laws include a “friend” as a caretaker, but the school will not ordinarily recognize such an individual as a “caretaker” for the purposes of medication administration.)
 - c. Original Packaging: The medication is in its original packaging and is

labeled as dispensed by the prescriber or pharmacist. The label must name the student and identify the medication, strength, time interval and route to be administered. If needed, the physician may be contacted for clarification and a corrected label must be obtained if orders differ from those listed on the packaging.

2. Authorizations for Non-Prescription Medications. Non-prescription medications may be administered provided that a caretaker's authorization is provided in the form established by the Administrator or Administrator's designee and the medication is in its original packaging.
3. Renewal of Authorizations. Medication authorizations must be renewed annually and updated immediately as changes occur.
4. Documentation. Accurate medication administration records are to be kept and maintained. Documentation of each dose of medication administered shall be made reflecting the student's name, the name of the medication, date, time, dosage, route, the signature and title of the person administering the medication and any unusual observations, and any refusal by the recipient to take or receive the medication. Medication documentation shall be kept confidential in accordance with the policies and practices concerning student records, provided that medication administration records shall be available to the Department of Education and the Department of Health and Human Services Regulation and Licensure for inspection and copying according to the Family Education Rights and Privacy Act (FERPA) requirements. Such medication administration records shall be maintained for not less than two years.
5. Storage. Medication shall be stored in a locked or otherwise secure area in accordance with the manufacturer's or dispensing pharmacist's instructions or temperature, light, humidity, or other storage instructions. Only authorized personnel who are designated by the administration shall have access to the medications. The school nurse shall establish procedures for monitoring the storage and handling of medication, the medication's expiration date, and the disposal of medication.
6. Receipt and Disposal of Medications. Medication shall be delivered to ESU #13 personnel and picked up by the caretaker. When medication is received, the amount received should be documented. Medication which is either past the expiration date or not claimed by the parent a reasonable time following the student's departure from the ESU #13 program shall be destroyed. Procedures for destroying medication shall include witness and documentation. The school nurse will use proper disposal methods.
7. Administration of Medication by ESU #13 Personnel.
 - a. Administration of Medication: Administration of medication includes, but is not limited to:

- i. providing medications for another person according to the “five rights” (getting the right drug to the right recipient in the right dosage by the right route at the right time);
 - ii. recording medication provision; and
 - iii. observing, monitoring, reporting, and otherwise taking appropriate actions regarding desired affects, side effects, interactions, and contraindications associated with the medication.

- b. Authorized ESU #13 Personnel: Administration of medication shall only be done by the following:
 - i. Health Care Professionals (School Nurses). This means an individual who holds a current license from the Department of Health and Human Services Regulation and Licensure for whom administration of medication is included in the scope of practice. For purposes of this Policy, such individuals are referred to as “school nurses.”
 - ii. Medication Competent Staff. This means a staff member of ESU #13 who, by arrangement with the school in which the student is enrolled, is an employee of the school for purposes of the medication administration laws and who has been determined to be competent to administer medication in accordance with the competency assessment standards established by law. A medication competent staff member is to be subject to direction and monitoring, which involves responsibility for observing and taking appropriate action regarding any desired effects, side effects, interactions, and contraindications associated with the medication. Direction and monitoring is to be done by a recipient with capability and capacity to make an informed decision about medications, a caretaker, or the school nurse. Medication competent staff members are to promptly report any medication errors or concerns to the school nurse.

- c. Routes of Medication Administered by ESU #13 Personnel:
 - i. Routine Medication via Oral, Inhalation, Topical, and Instillation Routes: School nurses and medication competent staff may provide routine medications (meaning the frequency of administration, amount, strength, and method are specifically fixed) by the following routes:
 - (1) oral, which includes any medication given by mouth including sublingual (placing under the tongue) and buccal (placing between the cheek and gum) routes and oral sprays;
 - (2) inhalation, which includes inhalers, and nebulizers. Oxygen

- may be given by inhalation;
- (3) topical application of sprays, creams, ointments, and lotions and transdermal patches; and
- (4) instillation by drops, ointments, and sprays into the eyes, ears, and nose.

ii. Administration of Medication via Additional Routes, PRN Medication, and Observing and Reporting: School nurses and medication competent staff may provide medication by additional routes (“additional routes”), provide PRN medication (PRN medication means an administration scheme in which a medication is not routine, is taken as needed, and requires assessment for need and effectiveness), or participate in observing and reporting for monitoring medications only under the following conditions:

- (1) In the case of a medication competent staff member, a determination has been made by the school nurse or by the student’s physician or duly licensed health care professional that these activities can be done safely for the specified recipient by the medication competent staff member and the determination is placed in writing.
- (2) Directions for additional routes must be for recipient specific procedures and must be in writing.
- (3) Directions for PRN medication must be in writing and include parameters for provision of PRN medication.
- (4) Directions for observing and reporting for monitoring medication must be in writing and include the parameters for the observation and reporting.
- (5) ESU #13 personnel administering the medication shall comply with the written directions.

iii. Injections: School nurses will ordinarily be responsible for medications that must be provided or administered by injection. A medication competent staff member will not ordinarily administer medications by injection without specific training on injection administration. Students may be authorized to self-administer medication as hereafter provided.

d. Refusal to Administer Medication: ESU #13 may refuse to give a medication if after a reasonable and prudent research by ESU #13 or school health care professional a decision has been made that the dosage prescribed exceeds that which is recommended in the Physician's Desk Reference, Mosby’s Nursing Drug Reference, the most recent edition of the Nursing Drug Handbook, or other pharmaceutical manuals handbook; or when a drug or substance is not currently approved by the FDA. When ESU #13 personnel refuse to carry out a request to administer medication, the Administrator or

Administrator’s designee is to be notified and efforts are to be made to work out a suitable solution (such as changing the time of administration, the dosage, or the medication) with the parent or guardian and the physician.

Legal Reference:	Nebraska Statutes: §§ 71-6718 to 71-6742; NDE Rule 59
Date of Adoption: Updated:	December 15, 2020 May 18, 2021, April 15, 2025

C. Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions

It is the policy of ESU #13 to follow the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Emergency Protocol) and related policies of the school in which ESU #13 provides services in the school ESU #13 facilities.

Each employee who is or will be providing services to students in an accredited school, an approved school, or to children in an approved early childhood program, is to be provided with the following:

1. information about the existence of the Emergency Response to Life-Threatening Asthma or Systemic Allergic Reactions (Emergency Protocol) established by the Nebraska Department of Education and adopted by ESU #13;
2. access to a copy of the Emergency Protocol form and either a copy of the school’s signed Emergency Protocol or directions to obtain such from the school administrator;
3. information about the availability of a school nurse and, if one is not available, who at the school site where services are being provided is a designated trained non-medical staff member for purposes of implementing the Emergency Protocol;
4. information about the whereabouts within the school building where the employee is providing services of the equipment and medication necessary to implement the Emergency Protocol in the case of any student or school staff emergency, including the location of an IM EpiPen-Jr. or adult EpiPen, or the school official who is to be contacted to obtain such information;
5. appropriate direction and instruction so that an employee who may be involved in an Emergency Protocol response provides appropriate and accurate information to the appropriate school official, in order that the school may maintain records of administration of medication by school staff as required;
6. inform and provide the employee of any written request from a parent or guardian of a minor student served by the employee, directing that such minor student not receive emergency treatment under the protocol.

Legal Reference:	NDE Rule 59.006
Date of Adoption:	December 15, 2020

D. Student Self-Management of Asthma, Anaphylaxis, and Diabetes

Students with asthma, anaphylaxis or diabetes will be permitted to self-manage such medical conditions while participating in programs operated by ESU #13 when the student has a self-management plan established with the school in which they are enrolled that is prepared and signed in accordance with legal requirements.

Legal Reference:	Nebraska Statutes: §§ 79-224 and 79-225
Date of Adoption:	December 15, 2020
Updated:	

E. Emergency Medical Aid

When a student is receiving services in a program under the control or supervision of ESU #13, ESU #13 employees are to utilize the skills within their capacity to respond to health emergencies. Employees are to render medical aid to students in need of emergency medical services or, as appropriate, arrange for the transportation of the student to the nearest facility where professional medical assistance is available.

Every effort should be made by ESU #13 employees to contact the student’s parent or guardian, if time allows for such contact under emergency circumstances; but the primary interest is the health of the student. In the event that emergency circumstances do not allow the employee to contact a parent or guardian prior to the rendering of medical assistance, then the employee should contact the parent or guardian at the earliest practical time under the circumstances.

Legal Reference:	
Date of Adoption:	December 15, 2020
Updated:	

F. Defibrillators (AED)

The ESU #13 Board recognizes that from time to time emergencies may arise that justify the use of an Automated External Defibrillator (AED). The AED shall be used in emergency situations warranting its use.

The AED shall be maintained and tested in accordance with operation guidelines of the manufacturer and monitored by the ESU #13 school nurse.

The AED will be kept on ESU #13 property and will not accompany EMS personnel to a hospital emergency room.

It shall be the responsibility of the ESU #13 school nurse to develop administrative protocol regarding this policy.

Legal Reference:	
Date of Adoption:	December 15, 2020
Updated:	

G. Wellness Policy-Students

A mission of Educational Service Unit #13 is to provide curriculum, instruction, and experiences in a health-promoting program environment to instill habits of lifelong learning and health. Therefore, the Board adopts the following ESU #13 Wellness Policy.

1. ESU #13 Wellness Committee

Committee Role and Membership

ESU #13 will convene a representative ESU #13 Wellness Committee or work within an existing program health committee that meets at least four times per year to establish goals for and oversee ESU #13 program health and nutrition and safety policies and programs, including development, implementation and periodic review and update of this ESU #13 wellness policy.

The ESU #13 Wellness Committee membership will represent all program-levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the ESU #13 nutrition program; ESU #13 staff members which may include: school staff, health professionals, mental health, and social services staff. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators. To the extent possible, the ESU #13 Wellness Committee will include representatives from each department and reflect the diversity of the community.

A subcommittee will be established to specifically advise the ESU #13 schools' program wellness policies. The subcommittee will represent all student program-levels and include (to the extent possible), but not be limited to: parents and caregivers; students; representatives of the ESU #13 nutrition program; ESU #13 staff members which may include: school staff, health professionals, mental health, and social services staff. When possible, membership will also include Supplemental Nutrition Assistance Program Education coordinators.

Leadership

The Administrator or Administrator's designee will convene the ESU #13 Wellness Committee and facilitate development of and updates to the Wellness Policy, and will ensure ESU #13's compliance with the policy.

ESU #13 will designate a program wellness policy coordinator, who will ensure compliance with the policy.

2. Wellness Policy Implementation, Monitoring, Accountability and Community Engagement

Implementation Plan

ESU #13 will develop and maintain a plan for implementation to manage and coordinate the execution of this Wellness Policy. The plan delineates roles, responsibilities, actions and timelines specific to each program; and includes information about who will be responsible to make what change, by how much, where and when; as well as specific goals and objectives for nutrition standards for all foods and beverages available on the ESU #13 campus, food and beverage marketing, nutrition promotion and education, physical activity, physical education and other ESU #13 based activities that promote student wellness. It is recommended that the ESU #13 use the Healthy Schools Program online tools to complete a school-level assessment based on the Centers for Disease Control and Prevention's School Health Index, create an action plan that fosters implementation and generate an annual progress report.

This wellness policy and the progress reports can be found at ESU #13's website.

Recordkeeping

ESU #13 will retain records to document compliance with the requirements of the Wellness Policy at the Administrator's office and/or on ESU #13's computer network. Documentation maintained in this location will include but will not be limited to:

- the written Wellness Policy;
- documentation demonstrating that the policy has been made available to the public;
- documentation of efforts to review and update the ESU #13's Wellness Policy; including an indication of who is involved in the update and methods ESU #13 uses to make stakeholders aware of their ability to participate on the ESU #13 Wellness Committee;
- documentation to demonstrate compliance with the annual public notification requirements;
- the most recent assessment on the implementation of the ESU #13 Wellness Policy;
- documentation demonstrating the most recent assessment on the implementation of the ESU #13 Wellness Policy has been made available to the public.

Annual Notification of Policy

ESU #13 will actively inform families and the public each year of basic information about this policy, including its content and any updates to the policy and implementation status. ESU #13 will make this information available via ESU #13's website. This will include a summary of ESU #13's events or activities related to the Wellness Policy implementation. Annually, ESU

#13 will also publicize the name and contact information of ESU #13 officials leading and coordinating the committee, as well as information on how the public can get involved with the ESU #13 wellness committee.

Triennial Progress Assessments

At least once every three years, ESU #13 will evaluate compliance with the Wellness Policy to assess the implementation of the policy and include:

- the extent to which ESU #13's programs are in compliance with the Wellness Policy;
- the extent to which ESU #13's Wellness Policy compares to the Alliance for a Healthier Generation's model wellness policy; and
- a description of the progress made in attaining the goals of ESU #13's Wellness Policy.

The position/person responsible for managing the triennial assessment and contact information is the Administrator or Administrator's designee.

The ESU #13 Wellness Committee, in collaboration with individual programs, will monitor ESU #13's compliance with this Wellness Policy.

ESU #13 will notify households/families of the availability of the triennial progress report.

Revisions and Updating the Policy

The ESU #13 Wellness Committee will update or modify the Wellness Policy based on the results of the annual School Health Index and triennial assessments and/or as ESU #13's priorities change; community needs change; wellness goals are met; new health science, information, and technology emerges; and new Federal or state guidance or standards are issued. The Wellness Policy will be assessed and updated as indicated at least every three years, following the triennial assessment.

Community Involvement, Outreach and Communications

ESU #13 will actively communicate ways in which representatives of ESU #13 Wellness Committee and others can participate in the development, implementation and periodic review and update of the Wellness Policy through a variety of means appropriate for that program. ESU #13 will also inform parents of the improvements that have been made to ESU #13 meals and compliance with ESU #13 meal standards, availability of child nutrition programs and how to apply, and a description of and compliance with Smart Snacks in School nutrition standards. ESU #13 will use electronic mechanisms, such as email or displaying notices on ESU #13's website, as well as non-electronic mechanisms, such as newsletters, presentations to parents, or sending information home to parents, to ensure that all families are actively notified of the content of, implementation of, and updates to the Wellness Policy, as well as how to get involved and support the policy. ESU #13 will ensure that communications are culturally and linguistically appropriate to the community, and

accomplished through means similar to other ways that ESU #13 and school districts are communicating important program information with parents.

ESU #13 will notify the public about the content of or any updates to the Wellness Policy annually, at a minimum. ESU #13 will also use these mechanisms to inform the community about the availability of the annual and triennial reports.

3. Nutrition

ESU #13 Meals

All programs within ESU #13 that participate in USDA child nutrition programs, including the National School Lunch Program (NSLP), the School Breakfast Program (SBP), and any additional Federal child nutrition programs will meet the nutrition requirements of such programs

Staff Qualifications and Professional Development

All ESU #13 nutrition program directors, managers and staff will meet or exceed hiring and annual continuing education/training requirements in the USDA professional standards for child nutrition professionals. These ESU #13 nutrition personnel will refer to USDA's Professional Standards for School Nutrition Standards website to search for training that meets their learning needs.

Water

To promote hydration, free, safe, unflavored drinking water will be available to all students throughout the program day and throughout every ESU #13 campus ("ESU #13 campus" and "program day" are defined in the glossary). ESU #13 will make drinking water available where ESU #13 meals are served during mealtimes.

Competitive Foods and Beverages

The foods and beverages sold and served outside of the ESU #13 meal programs (e.g., "competitive" foods and beverages) will meet the USDA Smart Snacks in School nutrition standards, at a minimum.

To support healthy food choices and improve student health and well-being, all foods and beverages outside the reimbursable ESU #13 meal programs that are sold to students on the ESU #13 campus during the program day, will meet or exceed the USDA Smart Snacks nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards. These standards will apply in all locations and through all services where foods and beverages are sold, which may include, but are not limited to, à la carte options in cafeterias, vending machines, ESU #13 stores and snack or food carts.

Celebrations and Rewards

ESU #13 will encourage staff to ensure that foods offered on the ESU #13 campus will meet or exceed the USDA Smart Snacks in School nutrition standards or, if the state policy is stronger, will meet or exceed state nutrition standards, including through:

1. Celebrations and parties. ESU #13 will provide a list of healthy party ideas to parents and teachers, including non-food celebration ideas.
2. Classroom snacks brought by parents. ESU #13 will provide or make available to parents a list of foods and beverages that meet Smart Snacks nutrition standards.
3. Rewards and incentives. ESU #13 will provide teachers and other relevant ESU #13 staff a list of alternative ways to reward children or other comparable resources. Foods and beverages will not be used as a reward, or withheld as punishment for any reason, such as for performance or behavior.

Fundraising

Foods and beverages that meet or exceed the USDA Smart Snacks in Schools nutrition standards may be sold through fundraisers on the ESU #13 campus during the program day.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in ESU #13 meal programs. Students and staff will receive consistent nutrition messages throughout ESU #13, classrooms, gymnasiums, and cafeterias. Nutrition promotion also includes marketing and advertising nutritious foods and beverages to students and is most effective when implemented consistently through a comprehensive and multi-channel approach by ESU #13 staff, teachers, parents, students and the community.

Nutrition Education

ESU #13 will teach, model, encourage and support healthy eating by all students. ESU #13 will provide nutrition education and engage in nutrition promotion that:

- is designed to provide students with the knowledge and skills necessary to promote and protect their health; and
- includes enjoyable, developmentally-appropriate, culturally-relevant and participatory activities, such as cooking demonstrations or lessons, promotions, taste-testing, farm visits and ESU #13 gardens.

Food and Beverage Marketing in Schools

Any foods and beverages marketed or promoted to students on the ESU #13 campus during the program day will meet or exceed the USDA Smart Snacks in School nutrition standards or, if stronger, state nutrition standards, such that only those foods that comply with or exceed those nutrition standards are permitted to be marketed or promoted to students.

Food and beverage marketing is defined as advertising and other promotions at ESU #13. This term includes, but is not limited to the following:

- brand names, trademarks, logos or tags, except when placed on a physically present food or beverage product or its container;
- displays, such as on vending machine exteriors;
- corporate brand, logo, name or trademark on ESU #13 equipment, such as marquees, message boards, scoreboards or backboards (Note: immediate replacement of these items are not required; however, ESU #13 will replace or update scoreboards or other durable equipment when existing contracts are up for renewal or to the extent that it is financially possible over time so that items are in compliance with the marketing policy.);
- corporate brand, logo, name or trademark on cups used for beverage dispensing, menu boards, coolers, trash cans and other food service equipment; as well as on posters, book covers, pupil assignment books or school supplies displayed, distributed, offered or sold by ESU #13;
- advertisements in ESU #13 publications or ESU #13 mailings;
- free product samples, taste tests or coupons of a product, or free samples displaying advertising of a product.

As ESU #13/program nutrition services/Athletics Department/PTA/PTO reviews existing contracts and considers new contracts, equipment and product purchasing (and replacement) decisions should reflect the applicable marketing guidelines established by ESU #13 Wellness Policy.

4. Physical Activity

Children and adolescents should participate in physical activity every day.

To the extent practicable, ESU #13 will ensure that its grounds and facilities are safe and that equipment is available to students to be active. ESU #13 will conduct necessary inspections and repairs.

Classroom Physical Activity Breaks (Elementary and Secondary)

Students will be offered periodic opportunities to be active or to stretch throughout the day on all or most days during a typical program week. ESU #13 recommends teachers provide short (3-5-minute) physical activity breaks to students during and between classroom times at least three days per week.

ESU #13 will provide resources and links to resources, tools, and technology with ideas for classroom physical activity breaks. Resources and ideas are available through the USDA and the Alliance for a Healthier Generation.

5. Other Activities that Promote Student Wellness

ESU #13 will integrate wellness activities across the entire ESU #13 setting, not just in the cafeteria, other food and beverage venues and physical activity facilities. ESU #13 will coordinate and integrate other initiatives related to physical activity, physical education,

nutrition and other wellness components so all efforts are complementary, not duplicative, and work towards the same set of goals and objectives promoting student well-being, optimal development and strong educational outcomes.

All efforts related to obtaining federal, state or association recognition for efforts, or grants/funding opportunities for healthy program environments will be coordinated with and complementary of the Wellness Policy, including but not limited to ensuring the involvement of the ESU #13 Wellness Committee.

Community Partnerships

ESU #13 will develop, enhance, or continue relationships with community partners (e.g., hospitals, universities/colleges, local businesses, SNAP-Ed providers and coordinators, etc.) in support of this Wellness Policy's implementation. Existing and new community partnerships and sponsorships will be evaluated to ensure that they are consistent with the Wellness Policy and its goals.

Staff Wellness and Health Promotion

The ESU #13 Wellness Committee will have a staff wellness subcommittee that focuses on staff wellness issues, identifies and disseminates wellness resources and performs other functions that support staff wellness in coordination with human resources staff.

Programs in ESU #13 will implement strategies to support staff in actively promoting and modeling healthy eating and physical activity behaviors. ESU #13 promotes staff member participation in health promotion programs and will support programs for staff members on healthy eating/weight management that are accessible and free or low-cost.

Professional Learning

When feasible, ESU #13 will offer annual professional learning opportunities and resources for staff to increase knowledge and skills about promoting healthy behaviors in the classroom and ESU #13 (e.g., increasing the use of kinesthetic teaching approaches or incorporating nutrition lessons into math class). Professional learning will help ESU #13 staff understand the connections between academics and health and the ways in which health and wellness are integrated into ongoing ESU #13 reform or academic improvement plans/efforts.

Glossary

ESU #13 Campus: areas that are owned or leased by ESU #13 and used at any time for ESU #13-related activities, including on the outside of the ESU #13 building, ESU #13 buses or other vehicles used to transport students, athletic fields and stadiums (e.g., on scoreboards, coolers, cups, and water bottles), or parking lots.

Program Day: the time between midnight the night before to 30 minutes after the end of the instructional day.

Triennial – recurring every three years.

Legal Reference: Healthy, Hunger-Free Kids Act of 2010, 42 U.S.C. section 1758b; 7 CFR sections 210.11 and 210.30; National School Lunch Program, 42 U.S.C sections 1751-1760, 1770; Regulations and Procedures for Accreditation of Schools, NDE Rule 10

H. Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$250,000 (~~small purchase simplified acquisition~~ threshold) per procurement event or in aggregate purchases this organization will follow the informal ~~Small-Purchase simplified acquisition~~ threshold procedures.
- When the annual total for food service program related items is greater than \$250,000 (~~small purchase simplified acquisition~~ threshold) per year per procurement event or in aggregate purchases this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for single purchases under \$10,000 made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

~~Small-Purchase Simplified Acquisition Threshold~~ Procedures

For purchases made below the ~~small-purchase simplified acquisition~~ threshold, ~~Small-Purchase simplified acquisition threshold~~ procedures will be utilized to purchase necessary goods and services. When ~~Small-Purchase simplified acquisition threshold~~ procedures are used, this organization will take the following steps:

1. Contact a reasonable number of qualified vendors.
2. Write specifications for goods and services.
3. Document each vendor's quoted price. (ex. log sheet)
3. Select the company that provides the lowest, most responsive, and responsible bid.
4. Document supplier who was awarded the quote.
5. Manage orders by confirming product and prices match quotes.

Formal Competitive Solicitation Procedures

For purchases made in excess of the ~~small-purchase simplified acquisition~~ threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are

used, this organization will take the following steps:

1. Prepare an Invitation for Bid (“IFB”) or Request for Proposal (“RFP”) document specifically addressing the items to be procured
 - a. Include detailed specifications
 - b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
 - b. Responsible bidders will be those who are capable of performing successfully under the terms and conditions of the contract.
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the ~~small-purchase~~ **simplified acquisition** threshold established in the sponsor’s procurement policy statement is less than \$250,000, the smaller bid threshold will govern.)

Procurement Summary

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

1. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
2. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. [2 CFR 200.319(a)(6)]
3. Documentation: We shall maintain for the current year and the preceding three years all significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)]
4. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers

or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)]

5. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)]
6. General Requirements:
 - a. Small, minority, veteran-owned, and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
 - b. Ensure compliance with the Buy American Provision when purchasing food 7 CFR 210.21(d).
 - c. A cost or price analysis in connection with every procurement action in excess of the ~~Small Purchase~~ **simplified acquisition** threshold including contract modifications. [2 CFR 200.323(a)]
 - d. Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
7. Duties of Food Service Supervisor:
 1. Plan the goods or services needed for the school food service program for the school year based on planned menus through needs assessment, forecasting and budgeting.
 2. Develop written specifications for food/supplies needed. Include details such as descriptions and product requirements (e.g. packaging, weight, pack size, etc.) for needed goods or services.
 3. Compare product specifications among all vendors/contractors. Information for prices obtained from grocery stores, farmer's markets, etc.
 4. Make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service, and price.
 5. Place and confirm orders with vendors or make plans to purchase the required items.
 6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
 7. To work with vendors on a fair and equal basis.
 8. To conduct an in-house procurement review once per year.

I. Procurement Plan – Code of Conduct

ESU #13 seeks to conduct all procurement procedures in compliance with federal and state regulations and without any conflicts of interest with employees engaged in the selection, award and administration of contracts.

No employee, officer, or agent of ESU #13 may participate in the selection, award, or administration of a contract supported by federal, state, or local funds if he or she has a real or apparent conflict

of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

No employee, officer, or agent of ESU #13 may solicit or accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts.

Employees, officers or agents of ESU #13 that violate these standards shall be subject to appropriate disciplinary actions.

SERVICES TO SCHOOLS AND CHILDREN

Section 7 Transportation

A. Safe Pupil Transportation Plan

This policy sets forth ESU #13's plan for providing safe transportation to students being transported by ESU #13 in pupil transportation vehicles. Additional supervision will be provided when required.

1. Weapons. Upon becoming aware of a weapon aboard a pupil transportation vehicle, the driver will make every attempt to:
 - a. Pull the vehicle over to a safe and secure area.
 - b. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to contact school administration from a cellular telephone or from the nearest safe haven location. Examples of a safe haven include, but are not limited to, any school building site, emergency service station (law enforcement or fire department), community service agency, etc.
 - c. Confiscate the weapon (if it doesn't jeopardize student or driver safety).
 - d. Give the description of the weapon and participating parties to school administration.
 - e. School administration will immediately notify appropriate law enforcement agencies.

2. Pupil behavior. Students are expected to follow student conduct rules while in a pupil transportation vehicle. The pupil transportation driver is responsible for controlling behavior which affects safety and for reporting rule violations to school administration. In the event a student's behavior jeopardizes safety, the driver will make every attempt to:
 - a. Bring the vehicle to a safe stop.
 - b. Activate the emergency flashers.
 - c. Seek to resolve the incident through discussion with the student(s) involved. If the incident is not resolved through discussion, seek to resolve the incident using physical force only as necessary to protect students or yourself.
 - d. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone school administration from a cellular telephone or from the nearest safe haven location.
 - e. Report and document discipline problems to the Program Administrator or

Program Director on a Bus Conduct Report/Incident Form.

3. Terroristic threats. A person commits a terroristic threat if the person threatens to commit a crime of violence with the intent to terrorize another or with the intent of causing evacuation of a building, place of assembly or facility of public transportation or in reckless disregard of the risk of causing such terror or evacuation. Upon becoming aware of a terroristic threat relating to a pupil transportation vehicle, the driver will make every attempt to:
 - a. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone school administration from a cellular telephone or from the nearest safe haven location.
 - b. Make every attempt to keep the passengers calm (this may mean complying with the terrorist).
 - c. School administration will immediately notify appropriate law enforcement agencies.
 - d. Driver should wait for instructions from school administration if possible.

4. Severe weather. Upon becoming aware of severe weather while aboard a pupil transportation vehicle, the driver will make every attempt to:
 - a. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone school administration from a cellular telephone or from the nearest safe haven location.
 - b. Return to the nearest school site if less than five minutes away and follow the directions of the Program Administrator or Program Director.
 - c. If more than five minutes away from a school site, go to the nearest school and follow the directions of the Program Administrator or Program Director.
 - d. If more than five minutes away from the nearest school site or there is immediate danger, get to the nearest basement or underground shelter with all students.
 - e. If there is no shelter and there is immediate danger the driver and passengers are to follow evacuation procedures and get everyone off the vehicle into the nearest ditch or culvert at least 100 feet away from the vehicle.

5. Hazardous materials. Upon becoming aware of a hazardous material aboard a pupil transportation vehicle, the driver will make every attempt to:
 - a. Pull the vehicle over to a safe and secure area.
 - b. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone school administration from a cellular telephone or from the nearest safe haven location.
 - c. Give description of hazardous materials in question to school administration.
 - d. School administration will immediately notify appropriate law enforcement.
 - e. Driver should wait for instructions from school administration if possible.

6. Medical emergencies. Upon becoming aware of a medical emergency aboard a pupil transportation vehicle, the driver will make every attempt to:
 - a. Pull the vehicle over to a safe and secure area if possible.
 - b. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone school administration from a cellular telephone or from the nearest safe haven location.
 - c. School administration will immediately notify appropriate medical agencies.
 - d. Driver should follow instructions from school administration, ESU #13 officials, and parents when such information can be obtained quickly enough. If not available, follow emergency first aid procedures.
 - e. Only if necessary, the driver should move passengers only enough to get them out of danger of traffic or fire. If moved, the driver and aide are to keep them where placed until a medical agency arrives, unless a parent has taken charge of their child. Driver should try to keep student passengers as calm as possible.

7. Procedures in the event of mechanical breakdowns of the vehicle. Upon becoming aware of a mechanical breakdown aboard a Pupil transportation vehicle, the driver will make every attempt to:
 - a. Pull the vehicle over to a safe and secure area if possible.
 - b. Contact school administration and notify them of the situation if possible. If not possible, the driver will make every attempt to telephone school administration from a cellular telephone or from the nearest safe haven location.
 - c. Activate emergency flashers and place warning flares/reflectors in accordance with safety guidelines, if not in a secure area.
 - d. Driver should try to keep student passengers as calm as possible.
 - e. School administration will arrange for assistance and a relief vehicle if needed.

8. Documentation under Safe Pupil Transportation Plan. Each pupil transportation driver is required to complete and submit to the administration a bus conduct report or incident report involving the pupil transportation vehicle operated by the driver or any pupils transported in it. Documentation is to include the occurrence of any of the following events: weapons, student behavior which affects safety, terroristic threats, severe weather, hazardous materials, medical emergencies, or procedures in the event the drop-off location is uncertain or appears unsafe to leave students. Documentation of such events shall be completed and submitted as soon as practicable after the incident.

9. Transportation of Unsafe Items. Drivers shall not permit pupil transportation vehicles to transport any items, animals, materials, weapons or look-a-like weapons or equipment which in any way would endanger the lives, health or safety of the children or other passengers and the driver. Look-a-like weapons associated with a school-sponsored or approved activity may be transported only with written permission of a

Program Administrator or Program Director. Any items that would break or could produce injury if tossed about inside the pupil transportation vehicle when involved in an accident or sudden stop shall be secured.

10. Supplemental Information. A copy of this plan shall be placed in each pupil transportation vehicle, kept at each ESU #13 site, and made available upon request. Supplemental information with respect to operational and procedural guidelines used to administer this plan can be found in the Nebraska Department of Education Pupil Transportation Guide.
11. Vehicle drivers of small vehicles on activity trips. ESU 13 will provide drivers of small vehicles with instruction on and guidance for emergency evacuation procedures, first aid, and emergency equipment. Drivers of small vehicles are generally expected to follow this Plan in the event of an emergency evacuation. ESU 13 may provide additional guidance for drivers of small vehicles to increase student safety.
12. Student Instruction. At least twice during each school year, each pupil who is transported in an ESU 13 vehicle shall be instructed in safe riding practices and participate in emergency evacuation drills.
13. Driver Capacity. To confirm a driver has the ability to conduct daily tasks and emergency evacuations, drivers must: (a) pass a prescribed physical examination administered by a Certified Medical Examiner at least every two years and provide the employer with a copy of the medical certificate; (b) pass a transportation screening every year; (c) participate in required in-service training which includes emergency evacuation training; and (d) if required, to have a Commercial Driver’s License (CDL) to operate the vehicle, participate in the drug and alcohol testing program as required by federal law. All drivers must comply with all required drug and alcohol screenings and/or testing. Should a driver have a medical concern throughout the year, the Administrator or Administrator’s designee will work with the driver to confirm a drivers’ ability to conduct the daily tasks and emergency evacuations prior to transporting students.

Legal Reference:	§§ 79-318, 79-602, 79-607 and 79-608 NDE Rule 91 and 92
Date of Adoption:	December 15, 2020
Updated:	June 17, 2025

B. Safe Driving Record Standard for Drivers

Each person who drives students in a small vehicle (car or van) other than a pupil transportation vehicle for an ESU #13 activity and who is not required to have a permit to operate a pupil transportation vehicle shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. motor vehicle homicide;
2. driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 5 years;
3. reckless driving or willful reckless, within the immediate prior 5 years;
4. accumulation of five or more points under the motor vehicle operators' license point system, within the immediate prior four years. In the event the person has accumulated three or four points within the immediate prior four years, the determination of whether the person has a satisfactory driving record shall be made by the Program Administrator or Program Director designee based on the nature and proximity of the offense as it relates to safe transportation.

Each person who drives an ESU #13 vehicle other than a pupil transportation vehicle and does not transport students in the vehicle shall be precluded from driving in the event it is discovered that the person does not have a record of satisfactory driving. In the event the person's employment position required driving vehicles as a function of the person's employment, the employment may be terminated in the absence of a record of satisfactory driving. For such persons, a satisfactory driving record means a record which reflects the absence of any of the following offenses or circumstances:

1. motor vehicle homicide;
2. driving while under the influence of alcoholic liquor or drugs or refusal to submit to a chemical test, within the immediate prior 5 years; or,
3. reckless driving or willful reckless, within the immediate prior 5 years; or
4. accumulation of six or more points under the motor vehicle operators' license point system, within the immediate prior four years. In the event the person has accumulated three, four, or five points within the immediate prior four years, the determination of whether the person has a satisfactory driving record shall be made by the Program Administrator or Program Director based on the nature and proximity of the offense as it relates to safe transportation.

The record of satisfactory driving standards shall apply to all new employees from and after adoption of this policy. Existing employees shall be subject to the same standards, provided that the Program Administrator or Program Director may determine to permit an exception based on the existing employee's record of satisfactory driving while employed with ESU #13 and the nature and proximity of prior driving offenses as such offenses relate to safe transportation.

Legal Reference:	NDE Rule 91
Date of Adoption:	December 15, 2020
Updated:	June 17, 2025

RESOLUTION REGARDING 1% ADDITIONAL INCREASE IN RESTRICTED FUNDS FOR EDUCATIONAL SERVICE UNIT NO. 13

WHEREAS the Board of Educational Service Unit No. 13 (ESU 13) received testimony on a proposed additional one percent (1%) increase in the restricted funds budget for the 2025-2026 fiscal year, in addition to the allowable growth rate for such funds for ESU 13; and

WHEREAS testimony, if any, was received on the issue as follows; and

WHEREAS the Board has followed the procedures set forth in Nebraska State Statute, Section 13-519 and has received a basic allowable growth rate in the amount of 2.5%; and

WHEREAS the Board believes it is in the best interest of ESU 13 to raise the restricted funds portion of the 2025-2026 General Fund budget by 1% (not to exceed allowable growth rate plus up to an additional 1%) over the restricted funds portion of the General Fund budget, as otherwise allowed by law;

NOW BE IT THEREFORE RESOLVED that the 2025-2026 General Fund budget of ESU 13 be authorized to include an additional 1% increase in the restricted funds budget for the 2025-2026 fiscal year, and that this **RESOLUTION** be adopted by an affirmative vote of at least 75% of the authorized Board.

It is so moved by _____ and seconded by _____ this 19th day of August, 2025.

Roll call vote as follows:

Board Member	Yes	No
Diane Coon		
Steve Diemoz		
Patricia Jones		
Ronda Kinsey		
Scott Marsh		
Kim Marx		
Tom Millette		
Mandy Plog		
Ray Richards		
Mark Sinner		
Caroline Winchester		
Vacancy		

The undersigned herewith certifies as Secretary of the Board of ESU 13 that the above **RESOLUTION** was duly adopted by a majority of said Board at a duly constituted public meeting of said Board.

Secretary of the Board: _____

**VALLEY ALTERNATIVE LEARNING TRANSITIONING SCHOOL
BYLAWS AMENDED MARCH 2025**

**ARTICLE I
NAME**

An Interlocal Cooperative Agreement among Banner County School District No. 04-0001, Bayard Public School District No. 62-0021, Bridgeport Public School District No. 62-0063, Creek Valley Public School District No. 25-0025, Gering Public School District No. 79-0016, Kimball Public School District No. 53-0001, Leyton Public School District No. 17-0003, Minatare Public School District No. 79-0002, Mitchell Public School District No. 79-0031, Morrill Public School District No. 79-0011, and Sidney Public School District No. 17-0001 creates an interlocal educational agency named Valley Alternative Learning Transitioning School hereinafter referred to as VALTS.

**ARTICLE II
PURPOSES**

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

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

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

ARTICLE III MEMBERSHIP

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

ARTICLE IV BOARD OF EDUCATION

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

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

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

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

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

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

H. Duties and Responsibilities of the Board

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

ARTICLE V MEETINGS OF THE BOARD

A. Regular Meetings

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

B. Special Meetings

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

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

ARTICLE VI FINANCES

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

ARTICLE VII ELECTION OF BOARD OFFICERS

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

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

**ARTICLE VIII
ADVISORY COUNCIL**

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

**ARTICLE IX
PARLIAMENTARY AUTHORITY**

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

**ARTICLE X
PROCEDURAL RULINGS**

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

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

**ARTICLE XI
AMENDMENTS TO BYLAWS**

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

**INTERLOCAL COOPERATIVE AGREEMENT
AMENDED MARCH 14, 2023 MARCH 11, 2025**

This **AMENDED INTERLOCAL COOPERATIVE AGREEMENT** made and entered into by and between Banner County Public School District No. 04-0001 (hereinafter referred to as “Banner County”), Bayard Public School District No. 62-0021 (hereinafter referred to as “Bayard”), Bridgeport Public School District No. 62-0063 (hereinafter referred to as “Bridgeport”), Creek Valley Public School District No. 25-0025 (hereinafter referred to as “Creek Valley”), Gering Public School District No. 79-0016 (hereinafter referred to as “Gering”), Kimball Public School District No. 53-0001 (hereinafter referred to as “Kimball”), **Leyton Public School District No. 17-0003 (hereinafter referred to as “Leyton”)**, Minatare Public School District No. 79-0002 (hereinafter referred to as “Minatare”), Mitchell Public School District No. 79-0031 (hereinafter referred to as “Mitchell”), Morrill Public School District No. 79-0011 (hereinafter referred to as “Morrill”), and Sidney Public School District No. 17-0001 (hereinafter referred to as “Sidney”), collectively referred to in this Interlocal Cooperative Agreement as the “parties”.

RECITALS

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

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

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

1. NAME

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

2. PURPOSE

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

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

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

Mitchell Public School District # 31	=	8 slots
Gering Public School District #16	=	5 slots
Bridgeport Public School District #63	=	3 slots
Morrill Public School District #11	=	3 slots
Bayard Public School District #21	=	2 slots
Minatare Public School District #2	=	2 slots
Creek Valley Public School District #25	=	1 slot
Kimball Public School District #1	=	1 slot
Banner County Public School District #1	=	1 slot
Leyton Public School #3	=	1 slot
Sidney Public School District #1	=	1 slots

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

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

3. GOALS

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

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

4. MISSION

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

5. PHILOSOPHY

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

6. DURATION

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

7. NOTICE OF PARTICIPATION

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

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

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

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

otherwise dispose of assets of the Interlocal Cooperative Agency.

8. GENERAL POWERS

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

9. GENERAL ORGANIZATION

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

10. PURCHASING PROCEDURES

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

11. TERMINATION-DISPOSAL OF ASSETS

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

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

Mitchell Public School District #31	=	29%
Gering Public School District #16	=	18%
Bridgeport Public School District #63	=	11%
Morrill Public School District #11	=	11%
Bayard Public School District #21	=	7%
Minatare Public School District #2	=	7%
Creek Valley Public School District #25	=	3.4%
Kimball Public School District #1	=	3.4%
Banner County Public School District #1	=	3.4%
Leyton Public School District #3	=	3.4%
Sidney Public School District #1	=	3.4%
		100%

This **AMENDED AGREEMENT** shall be effective upon its approval by the Board of Education of Banner County Public School District No. 04-0001, the Board of Education of Bayard Public School District No. 62-0021, the Board of Education of Bridgeport Public School District No. 62-0063, the Board of Education of Creek Valley Public School District No. 25-0025, of the Board of Education of Gering Public School District No. 79-0016, the Board of Education of Kimball Public School District No. 53-0001, **the Board of Education of Leyton Public School District No. 17-0003**, the Board of Education of Minatare Public School District No. 79-0002, the Board of Education of Mitchell Public School District No. 79-0031, the Board of Education of Morrill Public School District No. 79-0011, and the Board of Education of Sidney Public School District No. 17-0001, and upon execution of such agreement by the Presidents of such school districts.

SIGNATURE PAGES TO FOLLOW

BANNER COUNTY PUBLIC SCHOOL
DISTRICT NO. 04-0001

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

CREEK VALLEY PUBLIC SCHOOL
DISTRICT NO. 25-0025

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

SIDNEY PUBLIC SCHOOL
DISTRICT NO. 17-0001

Dated _____

By _____
President, Board of Education

ATTEST:

Secretary of the Board

**INTERLOCAL COOPERATIVE AGREEMENT
AMENDED MARCH 11, 2025**

This **AMENDED INTERLOCAL COOPERATIVE AGREEMENT** made and entered into by and between Banner County Public School District No. 04-0001 (hereinafter referred to as "Banner County"), Bayard Public School District No. 62-0021 (hereinafter referred to as "Bayard"), Bridgeport Public School District No. 62-0063 (hereinafter referred to as "Bridgeport"), Creek Valley Public School District No. 25-0025 (hereinafter referred to as "Creek Valley"), Gering Public School District No. 79-0016 (hereinafter referred to as "Gering"), Kimball Public School District No. 53-0001 (hereinafter referred to as "Kimball"), Leyton Public School District No. 17-0003 (hereinafter referred to as "Leyton"), Minatare Public School District No. 79-0002 (hereinafter referred to as "Minatare"), Mitchell Public School District No. 79-0031 (hereinafter referred to as "Mitchell"), Morrill Public School District No. 79-0011 (hereinafter referred to as "Morrill"), and Sidney Public School District No. 17-0001 (hereinafter referred to as "Sidney"), collectively referred to in this Interlocal Cooperative Agreement as the "parties".

RECITALS

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

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

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

1. NAME

The name of the Interlocal Cooperative Agency hereby established shall be:

VALLEY ALTERNATIVE LEARNING TRANSITIONING SCHOOL (hereinafter referred to as "VALTS")

2. PURPOSE

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

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

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

Mitchell Public School District # 31	=	8 slots
Gering Public School District #16	=	5 slots
Bridgeport Public School District #63	=	3 slots
Morrill Public School District #11	=	3 slots
Bayard Public School District #21	=	2 slots
Minatare Public School District #2	=	2 slots
Creek Valley Public School District #25	=	1 slot
Kimball Public School District #1	=	1 slot
Banner County Public School District #1	=	1 slot
Leyton Public School #3	=	1 slot
Sidney Public School District #1	=	1 slots

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

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

3. **GOALS**

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

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

4. MISSION

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

5. PHILOSOPHY

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

6. DURATION

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

7. NOTICE OF PARTICIPATION

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

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

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

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

otherwise dispose of assets of the Interlocal Cooperative Agency.

8. GENERAL POWERS

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

9. GENERAL ORGANIZATION

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

10. PURCHASING PROCEDURES

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

11. TERMINATION-DISPOSAL OF ASSETS

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

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

Mitchell Public School District #31	=	29%
Gering Public School District #16	=	18%
Bridgeport Public School District #63	=	11%
Morrill Public School District #11	=	11%
Bayard Public School District #21	=	7%
Minatare Public School District #2	=	7%
Creek Valley Public School District #25	=	3.4%
Kimball Public School District #1	=	3.4%
Banner County Public School District #1	=	3.4%
Leyton Public School District #3	=	3.4%
Sidney Public School District #1	=	3.4%
		<hr/>
		100%

This **AMENDED AGREEMENT** shall be effective upon its approval by the Board of Education of Banner County Public School District No. 04-0001, the Board of Education of Bayard Public School District No. 62-0021, the Board of Education of Bridgeport Public School District No. 62-0063, the Board of Education of Creek Valley Public School District No. 25-0025, of the Board of Education of Gering Public School District No. 79-0016, the Board of Education of Kimball Public School District No. 53-0001, the Board of Education of Leyton Public School District No. 17-0003, the Board of Education of Minatare Public School District No. 79-0002, the Board of Education of Mitchell Public School District No. 79-0031, the Board of Education of Morrill Public School District No. 79-0011, and the Board of Education of Sidney Public School District No. 17-0001, and upon execution of such agreement by the Presidents of such school districts.

SIGNATURE PAGES TO FOLLOW

BANNER COUNTY PUBLIC SCHOOL
DISTRICT NO. 04-0001

Dated 4/14/25

By Douglas L. Olson
President, Board of Education

ATTEST:

Cheryl C. Browne
Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

BAYARD PUBLIC SCHOOL
DISTRICT NO. 62-0021

Dated 7/14/2025

By Donnam Stewart
President, Board of Education


ATTEST:

Kimberly
Secretary of the Board


ADDITIONAL SIGNATURE PAGES TO FOLLOW

BRIDGEPORT PUBLIC SCHOOL
DISTRICT NO. 62-0063

Dated April 14, 2025

By 
President, Board of Education

ATTEST:


Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

CREEK VALLEY PUBLIC SCHOOL
DISTRICT NO. 25-0025

Dated APR 8 2025

By 
President, Board of Education

ATTEST:


Secretary of the Board

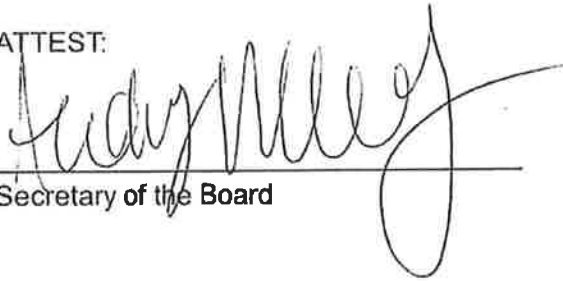
ADDITIONAL SIGNATURE PAGES TO FOLLOW

GERING PUBLIC SCHOOL
DISTRICT NO. 79-0016

Dated 4/14/25

By 
President, Board of Education

ATTEST:


Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

KIMBALL PUBLIC SCHOOL
DISTRICT NO. 53-0001

Dated 4-14-25

By 
President, Board of Education


ATTEST:


Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

LEYTON PUBLIC SCHOOL
DISTRICT NO. 17-0003

Dated 6-9-25

By 
President, Board of Education

ATTEST:


Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

MINATARE PUBLIC SCHOOL
DISTRICT NO. 79-0002

Dated 4/14/2025

By 
President, Board of Education

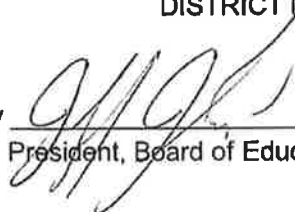
ATTEST:


Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

MITCHELL PUBLIC SCHOOL
DISTRICT NO. 79-0031

Dated 5-12-25

By 
President, Board of Education

ATTEST:


Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

MORRILL PUBLIC SCHOOL
DISTRICT NO. 79-0011

Dated 6/30/2025

By B. J. Waters
President, Board of Education

ATTEST:

Lenora Gompert
Secretary of the Board

ADDITIONAL SIGNATURE PAGES TO FOLLOW

SIDNEY PUBLIC SCHOOL
DISTRICT NO. 17-0001

Dated 3/31/25

By 
President, Board of Education

ATTEST:


Secretary of the Board

**AGREEMENT
BETWEEN OWNER AND ARCHITECT
FOR
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of July 21, 2025 (“Effective Date”) between ESU 13 (“Owner”) and JEO Architecture, Inc. (“Architect”).

Owner’s project, of which Architect’s services under this Agreement are a part, is generally identified as follows:

ESU 13 Meridian Addition & Renovation – A/E Design Services (“Project”).

Architect’s services under this Agreement are generally identified as follows: JEO will provide Architectural and Engineering Design services for the ESU 13 Meridian Addition & Renovation project as described in the Architect’s Scope of Services - Exhibit A.

Owner and Architect further agree as follows:

ARTICLE 1 - SERVICES OF ARCHITECT

1.01 Scope

- A. Architect shall provide, or cause to be provided, the services set forth herein and in Exhibit A.

ARTICLE 2 - OWNER’S RESPONSIBILITIES

2.01 Owner Responsibilities

- A. Owner responsibilities are outlined in Section 3 of Exhibit B.

ARTICLE 3 - Compensation

3.01 Compensation

- A. Owner shall pay Architect as set forth in Exhibit A and per the terms in Exhibit B.
- B. The Standard Hourly Rates Schedule shall be adjusted annually (as of approximately January 1st) to reflect equitable changes in the compensation payable to Architect. The current Standard Hourly Rate Schedule is available upon request.

ARTICLE 4 - EXHIBITS AND SPECIAL PROVISIONS

4.01 Exhibits

Exhibit A – Scope of Services
Exhibit B – General Conditions

ARTICLE 5 – AGREEMENT

5.01 Total Agreement

A. This Agreement (consisting of pages 1 to 2 inclusive, together with the Exhibits identified as included above) constitutes the entire agreement between Owner and Architect and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

This Agreement will be effective on _____, 2025 (which is the Effective Date of the Agreement).

Owner:

Architect: JEO Architecture, Inc.

By: _____

By: Jack Baker

Title: _____

Title: Principal

Date Signed: _____

Date Signed: July 21, 2025

Address for giving notices:

Address for giving notices:

JEO Consulting Group, Inc. - JEO Architecture, Inc.

120 E 16th St, Scottsbluff, NE 69361



SCOPE OF SERVICES
ESU 13 MERIDIAN ADDITION & RENOVATION
ARCHITECTURAL AND ENGINEERING (A/E) DESIGN SERVICES

PROJECT UNDERSTANDING:

The ESU 13 Meridian Addition & Renovation is an approximately 4,000 SF classroom and restroom addition to the existing 5,900 SF Meridian Wing of the Educational Services Unit 13 building. Renovation of the existing Meridian wing includes light reconfiguration of existing spaces and interior finish improvements.

SCOPE OF SERVICES:

1. Schematic Design

- a. During Schematic Design, the design team will meet with the Owner Team to further understand the needs and desires of the project. The goal of this phase is to get a more detailed idea of the scope of the project as it evolves from the Concept and Programming efforts previously performed. Schematic Design scope includes the following items:
 - i. Site Visit (one) to verify existing conditions.
 - ii. Design Review with Owner Team (two, virtual meetings).
 - iii. Schematic Design Drawing Package including but not limited to the following:
 - 1. Site Design Layout including building footprint modifications, drop off lane, pedestrian circulation, parking, and other site related elements.
 - 2. Floor Plan(s) including the addition and interior room reconfiguration.
 - 3. Reflected Ceiling Plan(s)
 - 4. Exterior Elevations
 - 5. Overall Building Sections (as required)
 - 6. Typical Wall Section(s) through new addition
 - 7. Interior Renderings
 - 8. Exterior Renderings
 - 9. Structural Framing Plan (as required)
 - 10. Mechanical Narrative
 - 11. Plumbing Narrative
 - 12. Electrical Narrative
 - iv. JEO will use the Schematic Design Package to prepare a Schematic Design Estimate.

2. Design Development

- a. Upon approval of the Schematic Design Package, JEO will move into Design Development. During the Design Development Phase, the design team will further refine the design documents providing more details of the design. We will coordinate a series of meetings with ESU Staff, walking through the project room by room to understand and document all the needs for each room within the building. The Design Development scope includes the following items:
 - i. Design Review with Owner Team (two, in-person meetings)

- ii. Design Development Drawing Package including the Schematic Design Drawings as well as the following:
 - 1. Life Safety Plan
 - 2. Finish Floor Plan(s)
 - 3. Wall Sections
 - 4. Interior Elevations
 - 5. Casework Drawings
 - 6. Structural foundation and framing drawings
 - 7. Mechanical Drawings
 - 8. Plumbing Drawings
 - 9. Electrical Drawings
 - 10. Outline Specifications
- iii. JEO will use the Design Development Package to prepare a Design Development Estimate.

3. Construction Documents

- a. Upon approval of the Design Development Package, JEO shall create and provide Construction Documents for the site and building construction. The Construction Documents will consist of drawings and specifications including but not limited to further developed Design Development Drawings as well as the following items:
 - i. Details / Schedules
 - ii. Specifications
 - iii. Additional items as required for the successful bidding and construction of the project.
- b. For this phase, JEO has included one, virtual meeting to review the Construction Documents with the Owner prior to bidding the project.

4. Bidding & Negotiation Phase:

- a. Upon completion of the Construction Documents, JEO will perform Bidding & Negotiation services to facilitate a successful bid process and contractor selection. This includes facilitating a Pre-Bid Meeting with interested contractors, coordinating the Bid Opening, and preparing contracts for construction.

5. Construction Administration Phase:

- a. JEO will perform Construction Administration services on an hourly basis. These services may be negotiated as an additional lump sum fee after completion of the Construction Documents phase.

OWNER RESPONSIBILITIES:

- 1. A geotechnical analysis may be required. JEO will support owner in solicitation of required geotechnical services. Owner to contract directly with selected geotechnical consultant.
- 2. Owner shall provide timely review of documents or requests for information.
- 3. Owner shall provide relevant as-built plans for utilities within project location.
- 4. Owner shall provide project specific equipment cut-sheets and/or specifications for coordination and implementation in the project.

EXCLUSIONS:

1. Geotechnical Engineering.
2. Environmental services, such as wetland delineations, endangered species surveys, bird surveys, applications and submittals for permits with USCOE, and mitigation plans.
3. Floodplain, Corps 404, or other environmental assessments or permitting, not outlined in the scope of services.
4. Legal descriptions and/or easements not within the proposed platted area.
5. Construction staking (requirements provided in the bid/construction documents for contractor to coordinate and provide necessary construction staking)
6. IT, phone, intercom system, data, AV, security, access control or other communication system design.
7. Furniture, Fixtures, & Equipment that have no permanent connection to the building.
8. Meetings and other items not identified within this scope of services.

If it is found that any of these services or other services not listed above in our scope of services are required or necessary for the Project, the JEO Design Team shall, at the Owner's written request, complete said services as Additional Services under the Agreement (unless a lump sum fee has already been outlined above).

TERMS AND CONDITIONS:

1. Compensation:
 - a. Architectural and Engineering Design Services will be provided for a lump sum fee and is broken down by phase as follows:

i) Survey (Topo / Boundary)	\$5,000.00
ii) Schematic Design (15%)	\$47,850.00
iii) Design Development (20%)	\$63,800.00
iv) Construction Documents (40%)	\$127,600.00
v) Bidding / Negotiation (5%)	\$15,950.00
vi) Total Lump Sum Fee	\$260,200.00
 - b. Construction Administration services will be performed on an hourly basis as negotiated after project bidding and will include a minimum of 3 site visits.
2. Reimbursable Expenses:
 - a. Permit fees will be handled as a reimbursable expense.
 - b. All other typical reimbursable expenses are included in the lump-sum fee.
3. Additional Services:

- a. For Additional Services, whether requested in writing or verbally by the Owner, work shall be completed at standard hourly rates or based on a negotiated lump sum fee.
 - b. Typical additional services include any requested increase in the scope of the work (i.e. services not identified in this proposal/scope of work).
4. Contract Time:
 - a. If the Basic Services covered by this Agreement (through the Construction Documents phase) have not been completed by December 31, 2025, through no fault of JEO, extension of JEO's services beyond that time shall be compensated as additional services.

1. SCOPE OF SERVICES: JEO Architecture, Inc. (JEO) shall perform the services described in Exhibit A. JEO shall invoice the owner for these services at the fee stated in Exhibit A.

2. ADDITIONAL SERVICES: JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

3. OWNER RESPONSIBILITIES: The owner shall provide all criteria and full information as to the owner's requirements for the project; designate and identify in writing a person to act with authority on the owner's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the owner observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the owner shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the owner shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the owner that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

4. TIMES FOR RENDERING SERVICES: JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the owner has requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

5. INVOICES: JEO shall submit invoices to the owner monthly for services provided to date and a final bill upon completion of services. Invoices are due and payable within 30 days of receipt. Invoices are considered past due after 30 days. Owner agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the owner fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the owner, suspend services to the owner under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

6. STANDARD OF CARE: The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession

practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the owner shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in owner furnished information.

7. REUSE OF DOCUMENTS: Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the owner on a future extension of this project, or any other project without JEO's written authorization shall be at the owner's risk and the owner agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

8. ELECTRONIC FILES: Copies of Documents that may be relied upon by the owner are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text, data, graphics, or of other types that are furnished by JEO to the owner are only for convenience of the owner. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the owner.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The owner may make and retain copies of documents for information and reference in connection with use on the project by the owner.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to further compensation at rates to be agreed upon by the owner and JEO.

9. SUBCONSULTANTS: JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

10. INDEMNIFICATION: To the fullest extent permitted by law, JEO and the owner shall indemnify and hold each other



harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of JEO and the owner, they shall be borne by each party in proportion to its negligence.

11. INSURANCE: JEO shall procure and maintain the following insurance during the performance of services under this agreement:

- a. Workers' Compensation: Statutory
- b. Employer's Liability
 - i. Each Accident: \$500,000
 - ii. Disease, Policy Limit: \$500,000
 - iii. Disease, Each Employee: \$500,000
- c. General Liability
 - i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000
 - ii. General Aggregate: \$2,000,000
- d. Auto Liability
 - i. Combined Single: \$1,000,000
- e. Excess or Umbrella Liability
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$1,000,000
- f. Professional Liability:
 - i. Each Occurrence: \$1,000,000
 - ii. General Aggregate: \$2,000,000
- g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.
- h. The owner shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.
- i. The owner shall reimburse JEO for any additional limits or coverages that the owner requires for the project.

12. TERMINATION: This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by owner for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare notes as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

13. GOVERNING LAW: This agreement is to be governed by the law of the state in which the project is located.

14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES: The owner and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the owner and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the owner nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.

b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the owner or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the owner and JEO and not for the benefit of any other party.

15. PRECEDENCE: These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

16. SEVERABILITY: Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the owner and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

17. NON-DISCRIMINATION CLAUSE: Pursuant to Neb. Rev. Stat. § 73-102, the parties declare, promise, and warrant that they have and will continue to comply fully with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C.A § 1985, et seq.) and the Nebraska Fair Employment Practice Act, Neb. Rev. Stat. § 48-1101, et seq., in that there shall be no discrimination against any employee who is employed in the performance of this agreement, or against any applicant for such employment, because of age, color, national origin, race, religion, creed, disability or sex.

18. E-VERIFY: JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Architect shall require the same of each consultant.

