

GIPS BOE Regular Meeting
Thursday, September 8, 2022 6:30 PM
Kneale Administration Building - Board Room

1. CALL TO ORDER
Speaker(s): Board President
2. ROLL CALL
Speaker(s): Mrs. Dibbert
3. MISSION STATEMENT
4. CONSENT AGENDA
Speaker(s): Board President
 - 4.1. Minutes from the previous month's meeting
 - 4.2. Acceptance of Agendas From Standing Committees
 - 4.3. Claims as submitted
 - 4.4. Bid Proposals as submitted
 - 4.5. Staff Adjustments as submitted
 - 4.6. Treasurer's Report as submitted
 - 4.7. Policy
 - 4.7.1. 2470 MEETING MINUTES on First Read
 - 4.7.2. 4555 BIDDING REQUIREMENTS on First Read
 - 4.7.3. 6462 CERTIFIED STAFF RESIGNATION on First Read
 - 4.7.4. 8450 STUDENT DISCIPLINE on First Read
 - 4.7.5. 8456 STUDENT USE OF PERSONAL ELECTRONIC COMMUNICATION DEVICES on First Read
 - 4.7.6. 8512 SEIZURE SAFE SCHOOLS on First Read
 - 4.7.7. 8740 GRADUATION REQUIREMENTS on First Read
 - 4.8. Surplus Property Listing
 - 4.9. MOU, Agreements, and Contract Renewals
 - 4.9.1. Nebraska Children and Families Foundation/GIPS Child Care Partnership Contract for 2022 2023
 - 4.9.2. Panorama Renewal Contract for 2022 2023
 - 4.9.3. MOU for Early College Courses in CCC Service Area
 - 4.10. Approval of Agenda as submitted
5. SPECIAL RECOGNITION
 - 5.1. Oath of Office- Board of Education Student Representative, Zach Cloutier.
Speaker(s): Dr. Dexter and Mr. Gilbertson
 - 5.2. AP Recognition for high school level students from 2021-22 AP Testing
Speaker(s): Dr. Doll

Goals: Obj 2.2 Every student has access to rigorous, relevant coursework.
6. CAMPUS HIGHLIGHTS
 - 6.1. GEAR UP - Dr. Allison Bailey and students who represented Nebraska at the Youth Leadership Summit will present their experience at the annual GEAR UP conference.

Speaker(s): Dr. Palmer and Dr. Bailey

Goals: 4.1 Every Student will graduate, college, career, and community ready.

6.2. GEAR UP - Dr. Allison Bailey and student representatives from the Advanced Medical Sciences will share their summer learning experience at John Hopkins University.

Speaker(s): Dr. Palmer and Dr. Bailey

Goals: Obj 1.1 Every Student engages in high-quality early learning , 4.1 Every Student will graduate, college, career, and community ready.

7. REQUESTS TO ADDRESS THE BOARD

Speaker(s): Board President

8. RECESS

Speaker(s): Board President

9. RECONVENE FROM RECESS

Speaker(s): Board President

10. INFORMATION ITEMS

10.1. 2022 2023 GIPS Staff Calendar

Speaker(s): Dr. Dexter

10.2. Construction Update

Speaker(s): Mr. Petsch

10.3. Student Representative Report

Speaker(s): Mr. Zach Cloutier

10.4. Superintendent Report

Speaker(s): Dr. Grover

11. ACTION ITEMS

11.1. 2022-2023 GIPS Staff Calendar

Speaker(s): Dr. Brosz and Dr. Dexter

11.2. Adding FTE request- Campus Monitor-Supervisor at GISH

Speaker(s): Ms. Kristen Irely and Mrs. Bonnie Hinkle

12. REPORTS

12.1. NASB Monthly Update

Speaker(s): Board President

13. EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING A REAL ESTATE TRANSACTION AND PERSONNEL BECAUSE IT IS IN THE BEST INTEREST OF THE PUBLIC TO DISCUSS THIS MATTER IN CLOSED SESSION

14. RECONVENE FROM EXECUTIVE SESSION

15. APPROVAL OF ANY ACTION DEEMED NECESSARY AS A RESULT OF EXECUTIVE SESSION

16. NOTIFICATION OF UPCOMING BOARD MEETINGS

17. ADJOURNMENT

*** Proof of Publication ***

State of Nebraska)
County of Hall) SS.

NOTICE OF BUDGET
WORKSHOP AND
REGULAR BOARD
MEETING
HALL COUNTY
SCHOOL DISTRICT 2
GRAND ISLAND,
NEBRASKA

Notice is hereby given that a budget workshop and a meeting of the Board of Education of Hall County School District 2, A.K.A Grand Island Public Schools, Grand Island, Nebraska, will be held on Thursday, September 8, 2022 at 5:30 p.m. The budget workshop will begin at 5:30 p.m. in the Challenge Center and the Regular Board of Education meeting will follow immediately after the budget workshop ends at the Kneale Administration Building, 123 S Webb Road, Grand Island, Nebraska, where the meeting will be open to the public. An agenda for such a meeting, kept continuously current, is available for inspection at the Office of the Superintendent or on the GIPS Website.
Dr. Robin R. Dexter,
Board Secretary
26 ZNEZ

GRAND ISLAND PUBLIC SCHOOL/Classified

123 S WEBB RD PO BOX 4904
GRAND ISLAND, NE 68802

ORDER NUMBER 1100734

Robin R. Dexter, being first duly sworn on oath, says that he/she is employed by The GRAND ISLAND INDEPENDENT, a newspaper printed and published in Grand Island, in Hall County, Nebraska, and of general circulation in Hall County, Nebraska, and as such has charge of the records and files of the GRAND ISLAND INDEPENDENT, and affiant knows of his/her own personal knowledge that said newspaper has a bonafide circulation of more than 500 copies of each issue, has been published at Grand Island, Nebraska, for more than 52 weeks successively prior to the first publication of the annexed printed notice, and is a legal newspaper under the statutes of the State of Nebraska; that the annexed printed notice was published on the dates listed below.

Section: Class Legals
Category: 0099 LEGALS
PUBLISHED ON: 08/26/2022

TOTAL AD COST: 21.63
FILED ON: 8/29/2022

Subscribed in my presence and sworn to before me this 29 day
of August, 20 22

My commission expires November 8, 20 25

Casey Harvey
Notary Public

State of Nebraska – General Notary
CASEY HARVEY
My Commission Expires
November 8, 2025

Regular Meeting of the Grand Island Board of Education

The regular meeting of the Board of Education of Grand Island in the County of Hall in the State of Nebraska was convened and called to order by President Lisa Albers in open and public session on Thursday, August 11, 2022 at 5:30 PM at the Kneale Administration Building - Board Room, 123 S Webb Road, Grand Island, NE 68802, the usual meeting place of said Board. Notice of the meeting was given in advance thereof by publication in the Grand Island Independent, the School District's designated method of giving notice. Notice of the meeting was also given in advance to all members of the Board of Education. All proceedings hereafter shown were recorded while the convened meeting was open to the attendance of the public.

ROLL CALL:

Attendance Taken at 5:30 PM.

Lisa Albers: Present
Carlos Barcenas: Present
Dan Brosz: Present
Terry Brown: Present
Joshua Hawley: Present
Bonnie Hinkle: Present
Dave Hulinsky: Present
Lindsey Jurgens: Absent
Erika Wolfe: Present

*Lindsey Jurgens was absent and gave prior notice.
Absence was excused by the Board of Education.*

AGENDA

1. CALL TO ORDER

The meeting was called to order at 5:30 p.m.

2. ROLL CALL

3. MISSION STATEMENT

The Mission Statement was read by Dr. Brosz.

4. CONSENT AGENDA

4.1. Minutes from the previous month's meeting

4.2. Acceptance of Agendas From Standing Committees

Finance and Facilities Committee

Next Meeting Date: August 25, 2022 at 7:30 a.m.

Leading for Learning Committee

Next Meeting Date: September 13, 2022 at 4:00 p.m.

Personnel Committee

Next Meeting Date: October 4, 2022 at 7:30 a.m.

Policy Committee

Next Meeting Date: September 12, 2022 at 4:30pm

Public Relations and Partnership Development Committee

Next Meeting Date: September 2, 2022 at 8:00 a.m.

Governance Committee

Next Meeting Date: August 31, 2022 at 7:30 a.m.

GNSA/Legislative Committee

Next Meeting Date: Not Scheduled

4.3. Educator Professional Growth and Evaluation System-Renewal of iObservation

4.4. Claims as submitted

4.5. Staff Adjustments as submitted

4.6. Treasurer's Report as submitted

4.7. Approval of Agenda as submitted

Mr. Barcenas moved to move agenda item 19 to 9.9. Mr. Barcenas made motion and Mrs. Hinkle second.

Approve the agenda as submitted. Passed with a motion by Carlos Barcenas and a second by Bonnie Hinkle.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

5. SPECIAL RECOGNITION

5.1. Special Recognition of Zach Cloutier by Mr. Jeff Gilbertson.

Special Recognition of Zach Cloutier by Mr. Jeff Gilbertson.

5.2. AP Recognition for high school level students from 2021-22 AP Testing

Dr. Doll presented 40 students with certificates of recognition for stellar results on their respective AP tests, from the 311 AP tests taken by all students. Honorees earned 4s, 5s, or the titles of AP Scholar, AP Scholar with Honor, and AP Scholar with Distinction.

6. REQUESTS TO ADDRESS THE BOARD none

7. RECESS none

8. RECONVENE FROM RECESS none

9. INFORMATION ITEMS

9.1. Grand Island Public Schools Foundation

Ms. Traci Skalberg officially introduced Kari Hooker-Leep and gave an overview of grants and scholarships.

9.2. GIPS Summer Programs 2022 Update

Dr. Dexter introduced Jill Buettner, Kyle Beaman, and Dr. Ken DeFrank to present the Summer Programs. Presenters shared experiences, participant numbers, and survey data related to GIPS Summer Programs.

9.3. Presentation on FIT 2022 Summer Programs Support

Dr. Dexter introduced Amy Hanna who presented the FIT Summer Navigators and shared

support for students/families experiencing homelessness and/or unaccompanied youth during the summer of 2022.

9.4. Request for changes to the GIPS/Hall County Truancy Agreement

Dr. Dexter presented the Hall County Board and County Attorney seeking to modify or terminate the Interlocal Cooperation Agreement for Truancy Prevention.

9.5. Request to add FTE

Ms. Irey presented the January 2022, all benefits functions that were transferred to the HR department. Currently, we have one part-time employee performing all benefits administration for over 1500 employees. This creates significant delays and the potential for mistakes that represent a significant risk to the district.

HR has not had any additional FTEs over the past several years despite the challenges of administering programs for more employees each year. HR has reorganized internally to effectively manage resources. HR employees have been maximized and are cross-training in all areas and functions.

9.6. Adding FTE request- Lead Campus Monitor at GISH

Ms. Irey and Mr. Jacobsen presented the Grand Island Police Department has become short staff with the retirement of several officers and an untimely death of another officer. This has caused a strain on their ability to operate at full capacity while maintaining a secondary School Resource Officer position at the High School. The need for a position that will assist the current School Resource Officer with the high number of calls requires the position to be staffed with someone that is qualified to deal with incidents that may go beyond behavioral restorative response. The staff member must be qualified to handle not only the culturally diverse student population but also be able to recognize when a matter goes beyond those restorative responsibilities. Former law enforcement have training in these matters and are also able to respond to those situations that activate Standard Response Protocol responses. The budgeted cost for the vacant School Resource Officer could be applied to this position along with the allowance of additional duties and responsibilities that the SRO cannot perform should be considered in the decision of creating this position.

9.7. Request to authorize GIPS to enter into a contract with Red Thread Creative LLC to create a comprehensive long-term recruitment solutions campaign.

Ms. Irey presented the request to authorize Chief of Human Capital to enter into a contract with Red Thread Creative LLC for a fee up to \$89,990 to create a comprehensive long-term recruitment solutions campaign. This has been budgeted for in the human capital budget.

9.8. Substitute Daily Rate Increase

Ms. Irey presented the Grand Island Public Schools values all its staff and educators. This, of course, includes substitutes. To remain competitive with surrounding districts. The chief of Human Capital is recommending a \$5.00 increase to the current substitute teacher daily base rate of \$149. This additional \$5.00 daily increase will also be reflected across all the rates currently offered by GIPS.

9.9. GIPS 2022-2023 Staffing update

Ms. Irey and Mr. Kort presented to the board and the GIPS community with a comprehensive staffing update.

9.10. Construction Update

Mr. Petsch presented the construction update.

9.11. Superintendent Report

Dr. Grover presented the superintendent's report. Dr. Grover asked Mr. Gearhart to give the safety return to school update.

10. ACTION ITEMS

10.1. Senior Construction House Realtor Request for Qualifications

Motion to approve the Grand Island Public Schools District enter into a Memo of Understanding with Jimmy Reed for the purpose of having the agent be the listing realtor for the Grand Island Public Schools Senior Construction Tech Program House for a term not to exceed five years.

Passed with a motion by Terry Brown and a second by Carlos Barcenas.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

10.2. Request for changes to the GIPS/Hall County Truancy Agreement

Motion to accept request from Hall County Attorney's Office to terminate Truancy Prevention Program Cooperative with Hall County. Passed with a motion by Carlos Barcenas and a second by Bonnie Hinkle.

Dave Hulinsky: Nay, Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Erika Wolfe: Yea

11. Request to add FTE

Motion to accept request to add FTE. Passed with a motion by Carlos Barcenas and a second by Erika Wolfe.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

12. Request to authorize GIPS to enter into a contract with Red Thread Creative LLC to create a comprehensive long-term recruitment solutions campaign.

Motion to accept request to authorize GIPS to enter into a contract with Red Thread Creative LLC to create a comprehensive long-term recruitment solutions campaign. Passed with a motion by Carlos Barcenas and a second by Dave Hulinsky.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

13. Substitute Daily Rate Increase

Motion to accept substitute daily rate increase. Passed with a motion by Carlos Barcenas and a second by Dave Hulinsky.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

14. REPORTS

14.1. NASB Monthly Update

Mrs. Albers gave the Nebraska Association of School Boards update.

15. EXECUTIVE SESSION FOR THE PURPOSE OF GIEA LITIGATION BECAUSE IT IS IN THE BEST INTEREST OF THE PUBLIC TO DISCUSS THIS MATTER IN CLOSED SESSION

The Board convened to Executive Session at 8:45 p.m.

The recommendation for the Board to convene to executive session for the purpose of discussing GIEA Litigation. Passed with a motion by Carlos Barcenas and a second by Erika Wolfe.
Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

16. RECONVENE FROM EXECUTIVE SESSION

The Board reconvened from Executive Session at 9:08 p.m.

The recommendation that the Board reconvene from executive session Passed with a motion by Erika Wolfe and a second by Carlos Barcenas.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

16.1. Discuss, consider, and take all necessary action to approve the agreement reached by and between Grand Island Public Schools and the Grand Island Education Association to resolve and dismiss the pending litigation in the Commission of Industrial Relations regarding substitute teachers.

I move to approve the agreement between Grand Island Public Schools and the Grand Island Education Association to resolve and dismiss the pending litigation in the Commission of Industrial Relations regarding substitute teachers, and authorize the Board President to sign any documents necessary to finalize this agreement. Passed with a motion by Carlos Barcenas and a second by Dave Hulinsky.

Lisa Albers: Yea, Carlos Barcenas: Yea, Dan Brosz: Yea, Terry Brown: Yea, Joshua Hawley: Yea, Bonnie Hinkle: Yea, Dave Hulinsky: Yea, Erika Wolfe: Yea

17. NOTIFICATION OF UPCOMING BOARD MEETINGS

18. ADJOURNMENT

All business having been completed, the meeting was adjourned at 9:09 p.m.

Angela A. Dibbert, Recording Secretary

Robin R. Dexter, Secretary to the Board

Kneale Administration Building



TO: Facilities & Finance Committee
From: Mr. Petsch, Mrs. Grim, and Mr. Schroeder
RE: Monthly F & F Agenda
Location: Virtual

Dr. Ken Schroeder
Chief Financial Officer
123 South Webb Road
P.O. Box 4904
Grand Island, NE 68802-4904

NEW BUSINESS:

Phone: (308) 385-5900 x 1144
Fax: (308) 385-5949
Email: kschroeder@gips.org
Web: www.gips.org

1. Activity Fund Claims – Mr. Schroeder
2. Community Redevelopment Authority & Regional Planning Commission Notices
 - School Letters - Chad wrote: *“Here are letters for the next phase at Legacy 34 154 units of housing mostly 1 and 2 bed apts. Also a project with 2 2bed upper story units downtown.”*
3. Request for Proposals
 - Wrestling Mats
4. Medical Pathways Fundraising Update - Mrs. Kari Hooker-Leep
5. Demonstration Schools of Rigor Proposal - Mr. Rod Foley and Ms. Selena Valentine for Walnut and Starr
6. Panorama Renewal - Dr. Dexter
7. Nebraska Children & Families Foundation Contract Renewal - Dr. Dexter
8. ESSERs III After-School Budget - Dr. Dexter
9. ESSERs III Summer School Budget - Dr. Dexter
10. MOU with Central Community College for Early College Courses - Dr. Dexter
11. Information Technology Update – Mr. Gearhart
12. Nutrition Services Update – Mrs. Spellman
13. Westridge Parcel Along Redwood - Mr. Terry Brown
14. Leave Committee Report Update - Ms. Irey & Ken
15. 2022-23 FY Budget - Ken
 - Taxable Property Valuation for 2022-23 Budget- Mr. Schroeder
 - LB 644 “The Postcard Bill” Update - Ken
 - 2022-23 Budget Workshop - September 8 @ 5:30 in Challenge Center Room
 - 2022-23 Budget Hearing - TBA - Pending Joint Public Meeting (Likely late September)

- 2022-23 Budget Adoption - TBA - Immediately following the Budget Hearing
 - 2022-23 Property Tax Request Hearing - Not necessary as a result of new joint public hearing participation
16. Old ELC Land Appraisal & Property Divestment Process - Mr. Petsch & Ken
- Declaring Old ELC Property Surplus
 - Designating Staff Member to Transact on Property Sale
17. ESSERs III Building Project Update – Mr. Petsch & Ken
- Knickrehm Elementary
 - GISH
 - Walnut Security Vestibule
 - Howard Security Vestibule
18. Review of Depreciation, Special Building, General Fund Cash Flow, & Payroll Summary – Ken
19. Federal Programs Update and Financial Report(s) – Ken
20. Open Agenda Items as Necessary – F&F Team

NEXT MEETING: **Thursday, October 4 @ 7:30 a.m.**

Personnel Committee Agenda

September 1st, 2022 7:30 AM

In attendance: TBD Kristen Irely District Lead

Dr. Dan Brosz

Bonnie Hinkle

Dr. Tawana Grover

Terry Brown

Josh Hawley

Mackenzie Wetzel (Note taker)

October meeting change? Thursday, September 29th

HR Projects and Initiatives

Staffing

SPED Para discussion- Federal funds

LTS

Classified Update

Certified Update

Benefit Updates

Kneale Administration Building

Public Relations and Partnership Development Committee

Agenda

Friday, September 2, 2022

8:00 - 9:30 a.m.



WE ARE BOLDLY GIPS '22-'23

Beat on the Street - *All*

Employer incentives for students - *Discussion*

Website Preview - *Roush & Mayhew*

Social Cues - *Hinkle*

Department Goals - *Worthington & Roush*

Welcome Back debrief - *Discussion*

Communication Analytics - *Roush*

- New Collateral
- Notable Media Coverage
- Timely Communications

Next Meeting: Friday, October 7, 2022 - 8:00 AM

123 South Webb Road • Grand Island, NE 68802-4904
308 385-5900 • Fax 308 385-5949 • jworthington@gips.org • www.gips.org

Every Student, Every Day, a Success

Kneale Administration Building

Dr. Grover, Superintendent



Minutes Governance Committee Meeting August 31, 2022

ATTENDING: Dr. Grover, Dr. Dexter, Angela Dibbert, Lisa Albers, Dr. Dan Brosz, Carlos Barcenas and Bonnie Hinkle

AGENDA:

1. **State School Board Conference**
 - a. Planning for new board members
2. **NASB – New Rep for our area**
 - a. Directors –
3. **Social CUES Updates**
 - a. Albers (8/23)
 - b. Hinkle (8/24)
4. **LGBTQSI Grant for Murals**
5. **Leave Committee Members**
6. **Voter Registration & Election Day**
 - a. Administration Building Sign Up
 - b. GISH Sign Up
 - c. OLC Sign Up
 - d. YWCA Possible Collaboration
 - e. Students released to work at polls
 - f. Training being held
 - g. All events must be approved by Election Commissioner
7. **Governance Items – [review spreadsheet](#)**
8. **Next Meeting -- 10/05/2022 @7:30am**

Personnel Committee Agenda

September 29th

In attendance: TBD Kristen Irely District Lead

Bonnie Hinkle

Dr. Tawana Grover

Terry Brown

Mackenzie Wetzel (Note taker)

Greg Long (EHA) Guest

Dr. Ken Schroeder

HR Projects and Initiatives

Staffing

SPED Para Stipends

Benefits

EHA Presentation



Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84096	Amazon Cap Services Inc	General Supplies	\$5,912.19
84097	Amazon Cap Services Inc	General Supplies	\$1,903.84
84098	Century Link	Distance Education and Telecommunications	\$141.37
84099	Century Link	Technical Services	\$125.94
84100	Century Link	Distance Education and Telecommunications	\$59.23
84101	Clearly Communications	Distance Education and Telecommunications	\$1,042.59
84102	First Bankcard Center	General Supplies	\$624.42
84103	First Bankcard Center	Employee Training and Development Services	\$280.00
84104	First Bankcard Center	Miscellaneous Expenditures	\$26.95
84105	First Bankcard Center	Employee Training and Development Services	\$1,843.00
84106	First Bankcard Center	Travel	\$30.00
84107	First Bankcard Center	Travel	\$1,010.80
84108	First Bankcard Center	Travel	\$1,433.27
84109	First Bankcard Center	Miscellaneous Expenditures	\$36.75
84110	First Bankcard Center	Travel	\$1,303.63
84111	Five Points Bank	General Supplies	\$303.50
84112	Grand Island Independent	Advertising	\$833.18
84113	Grand Island Independent	Advertising	\$71.36
84114	Grand Island Public Schools Activity Fun	Miscellaneous Expenditures	\$2,166.17
84115	Grand Island Utilities Dept	Electricity	\$17,574.46
84116	Quill Corporation	General Supplies	\$225.29
84117	Unite Private Networks LLC	Distance Education and Telecommunications	\$25,858.89
84118	US Postal Service (Quadient POC)	Postage	\$4,000.00
84119	Virgil Harden	Other Prof Services	\$2,900.00
84120	First Bankcard Center	Travel	\$70.00
84121	First Bankcard Center	General Supplies	\$81.16
84122	4Imprint Inc	General Supplies	\$9,314.59
84123	Ace Hardware	General Supplies	\$423.40
84124	Aldridge Tesa L	General Supplies	\$100.37
84125	Almquist Maltzahn Galloway & Luth	Employee Benefits	\$612.00
84126	Alpha Rehabilitation PC	Professional Education Services	\$1,112.13
84127	Amazon Cap Services Inc	General Supplies	\$6,299.14
84128	Amino Gedi	Other Technical Services	\$39.00
84129	Andrea Hermance	General Supplies	\$94.33
84130	Angela A Dibbert	General Supplies	\$129.90
84131	Anya Covarrubias	Mileage Paid to Staff	\$311.28
84132	Aramark Uniform Services	Other Technical Services	\$287.90
84133	Ashley Tomjack	Mileage Paid to Staff	\$56.00
84134	Barnes And Noble Bookstore	Books & Periodicals	\$2,188.76
84135	Bio Rad Laboratories Inc	General Supplies	\$1,362.72
84136	Blick Art Materials	General Supplies	\$10,576.72
84137	Border States Industries Inc	General Supplies	\$3,384.11
84138	Brackers Good Earth Clays Inc	General Supplies	\$981.00
84139	Cambium Learning	Web Based Software	\$598.00
84140	Carson-Dellosa	General Supplies	\$48.37
84141	CDW Government	Web Based Software	\$25,849.05
84142	Central Nebraska Sod Supply LLC	General Supplies	\$364.00
84143	Chandra Kosmicki	Mileage Paid to Staff	\$161.50
84144	Christina M Vrooman	Travel	\$357.67
84145	Cline Williams Wright Johnson	Contracted Legal Services	\$3,082.50
84146	Construction Rental	General Supplies	\$380.40
84147	CoolSpeak Dream Funding	Professional Education Services	\$5,000.00

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84148	Copycat Instant Printing	General Supplies	\$1,414.02
84149	Cory Gearhart	Travel	\$391.12
84150	Crescent Electric Supply	General Supplies	\$86.28
84151	Deborah R Glaser edD LLC	Books & Periodicals	\$75.00
84152	Decker Equipment	Custodial Warehouse	\$1,129.58
84153	Dennis Supply Company	General Supplies	\$69.93
84154	Discount School Supply Order Dept	General Supplies	\$9,185.73
84155	Eakes Office Solutions	General Supplies	\$6,137.96
84156	EdGems Math LLC	Web Based Software	\$583.00
84157	Edgerton Education Foundation	General Supplies	\$1,750.00
84158	Educational Service Unit 10	Professional Education Services	\$3,469.79
84159	Educational Service Unit 9	Professional Education Services	\$8,745.00
84160	Father Flanagan's Boys' Home	Professional Education Services	\$2,145.39
84161	First Bankcard Center	Web Based Software	\$4,399.76
84162	First Bankcard Center	Technology Supplies	\$1,061.38
84163	First Bankcard Center	Travel	\$2,457.27
84164	First Bankcard Center	Other Prof Services	\$1,310.00
84165	Flatwater Timber Company	Miscellaneous Expenditures	\$4,071.50
84166	Follett School Solutions Inc	Web Based Software	\$36,908.68
84167	Galvan Construction	Other Technical Services	\$24,080.00
84168	Gibbs Smith Publishers	Books & Periodicals	\$7,203.90
84169	Grand Island Independent	Advertising	\$332.06
84170	Grand Island Utilities Dept	Electricity	\$9,108.80
84171	Grones Outdoor Power & Battery	General Supplies	\$0.00
84172	Gustave A Larson Company	General Supplies	\$7,948.22
84173	Health Occupations Students Of America	Dues and Fees	\$20.00
84174	Heather Alexander	Travel	\$90.00
84175	Hello Hero	Other Prof Services	\$43,920.00
84176	Hesselgesser Electric	General Supplies	\$504.46
84177	Holiday Express	Student Transportation	\$2,565.00
84178	Idea Bank Marketing	Other Prof Services	\$197.00
84179	Interstate All Battery Center	General Supplies	\$488.10
84180	Island Sprinkler Supply	General Supplies	\$33.32
84181	Jaehyun Kim	Travel	\$112.08
84182	JDR Consulting LLC	Other Prof Services	\$5,125.00
84183	Jodi Koza	General Supplies	\$117.30
84184	Jodi Nissen	General Supplies	\$0.00
84185	Johnson Hardware	Other Equipment	\$2,114.00
84186	Judy Weinrich	Mileage Paid to Staff	\$96.64
84187	K&M Concrete & Design LLC	Other Equipment	\$17,955.50
84188	Katie Crowe	Travel	\$237.09
84189	Kelly Supply Co	General Supplies	\$28.28
84190	Krueger International Inc	Furniture and Fixtures	\$11,880.00
84191	Lakeshore Learning Materials	General Supplies	\$18,945.08
84192	Loria Thunker	General Supplies	\$57.93
84193	Mechanical Sales Inc	Other Technical Services	\$489.03
84194	Melanie Bruns	General Supplies	\$97.95
84195	Menards	General Supplies	\$275.61
84196	Midwest Alarm Services	Other Technical Services	\$608.00
84197	Mosaic at Bethphage Village	Professional Education Services	\$22,705.20
84198	MRL Crane & Equipment Rental	Other Technical Services	\$212.50
84199	National School Boards Assoc	Travel	\$1,650.00

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84200	Nebraska Council of School Administrator	Dues and Fees	\$2,453.00
84201	New Solutions K12	Dues and Fees	\$5,000.00
84202	O Neill Transportation & Equipment LLC	Other Technical Services	\$3,800.00
84203	O Reilly Auto Parts	Repairs and Maintenance Services	\$13.99
84204	Really Good Stuff Inc	General Supplies	\$43.95
84205	Sage Publications	Books & Periodicals	\$529.20
84206	Tawana Grover	Mileage Paid to Staff	\$227.22
84207	The Happy Brush	General Supplies	\$140.00
84208	The Hearing Clinic Inc	Professional Education Services	\$2,075.00
84209	The Home Depot Pro	Custodial Warehouse	\$6,298.62
84210	Tri-Cities Roofing and Sheet Metal	Other Technical Services	\$651.51
84211	Tumbleweed Press Inc	Web Based Software	\$579.00
84212	Univ Of Nebraska State Museum	Miscellaneous Expenditures	\$167.00
84213	Verizon Wireless	Distance Education and Telecommunications	\$195.28
84214	Village Cleaners	Other Technical Services	\$55.21
84215	Winsupply of Grand Island	General Supplies	\$4,546.03
84216	Wipebook Corporation	General Supplies	\$6,826.00
84217	WobbleWorks Inc	General Supplies	\$1,198.00
84218	Yandas Music	General Supplies	\$22,677.00
84219	Century Link	Distance Education and Telecommunications	\$382.00
84220	Charter Communications Holdings LLC	Distance Education and Telecommunications	\$59.99
84221	First Bankcard Center	Web Based Software	\$29.00
84222	Mid-Nebraska Disposal Inc	Refuse Disposal	\$5,826.10
84223	Paper Tiger Shredding Inc	Refuse Disposal	\$180.00
84224	The Business & Education Leadership Auth	Professional Education Services	\$4,750.00
84225	First Bankcard Center	Employee Training and Development Services	\$697.00
84226	First Bankcard Center	Travel	\$7,779.39
84227	First Bankcard Center	Travel	\$2,431.78
84228	First Bankcard Center	Travel	\$7,239.52
84229	First Bankcard Center	Travel	\$1,689.72
84230	First Bankcard Center	Books & Periodicals	\$243.24
84231	First Bankcard Center	Miscellaneous Expenditures	\$1,303.24
84232	First Bankcard Center	Travel	\$573.00
84233	First Bankcard Center	Miscellaneous Expenditures	\$7.43
84234	First Bankcard Center	Travel	\$35.00
84235	First Bankcard Center	General Supplies	\$68.60
84236	First Bankcard Center	Travel	\$1,681.82
84237	First Bankcard Center	Dues and Fees	\$79.00
84238	First Bankcard Center	Web Based Software	\$729.15
84239	Ace Hardware	General Supplies	\$25.95
84240	Cash-Wa Distributing	Food	\$27,568.54
84241	Culligan of Grand Island	General Supplies	\$319.95
84242	Sams Club Direct	General Supplies	\$396.91
84243	HyVee	Food	\$249.08
84244	Menards	General Supplies	\$2,738.78
84245	First Bankcard Center	General Supplies	\$831.74
84246	First Bankcard Center	Travel	\$7,556.94
84247	First Bankcard Center	General Supplies	\$197.68
84248	First Bankcard Center	Books & Periodicals	\$9.95
84249	First Bankcard Center	General Supplies	\$75.14
84250	First Bankcard Center	General Supplies	\$6,719.92
84251	First Bankcard Center	General Supplies	\$422.70

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84252	Ling Mei Huang	Miscellaneous Expenditures	\$427.55
84253	Panchita Portillo	Mileage Paid to Staff	\$8.86
84254	Grand Island Independent	Advertising	\$741.74
84255	Grand Island Utilities Dept	Electricity	\$84,728.93
84256	First Bankcard Center	General Supplies	\$59.02
84257	University of Nebraska State Museum	Other Technical Services	\$710.00
84258	Alexis M Alvarez	Other Prof Services	\$25.00
84259	Alyssa Seamann	Other Prof Services	\$25.00
84260	Andrew Moss	Other Prof Services	\$25.00
84261	Angel Chaulk	Other Prof Services	\$25.00
84262	Ann M Schleicher	Other Prof Services	\$25.00
84263	Antonia Rodriguez	Other Prof Services	\$25.00
84264	April Sundberg	Other Prof Services	\$425.00
84265	Beth Brandt	Other Prof Services	\$25.00
84266	Caroline Voss	Other Prof Services	\$25.00
84267	Century Link	Distance Education and Telecommunications	\$299.45
84268	Century Link	Distance Education and Telecommunications	\$238.80
84269	First Bankcard Center	Miscellaneous Expenditures	\$1.75
84270	First Bankcard Center	Other Prof Services	\$480.00
84271	First Bankcard Center	Travel	\$783.93
84272	Gina Lou O'Neill	Other Prof Services	\$25.00
84273	Hannah Karabel	Other Prof Services	\$25.00
84274	Holly Schurman	Other Prof Services	\$1,678.75
84275	Janalee M Hudiburgh	Other Prof Services	\$25.00
84276	Jenna Robinson	Other Prof Services	\$25.00
84277	Jennifer J Nickel	Other Prof Services	\$1,896.25
84278	Jordan Gydesen	Other Prof Services	\$25.00
84279	Kayla Ensz Darrough	Other Prof Services	\$25.00
84280	Kienna Norgaard	Other Prof Services	\$25.00
84281	Lori L Eastwood	Other Prof Services	\$25.00
84282	Lrene Jo Braun	Other Prof Services	\$485.00
84283	Makenna Smallcomb	Other Prof Services	\$25.00
84284	Maria R Muir	Other Prof Services	\$25.00
84285	Maribel Strong	Other Prof Services	\$25.00
84286	Mica Malone	Other Prof Services	\$25.00
84287	MidAmerica Administrative & Retirement	Miscellaneous Expenditures	\$252.00
84288	Mindy Moyer	Other Prof Services	\$870.00
84289	Networkfleet Inc.	Repairs and Maintenance Services	\$1,688.72
84290	Nicole Zulkoski	Other Prof Services	\$25.00
84291	Nikkia Anders	Other Prof Services	\$25.00
84292	Robin Richelle Seim	Other Prof Services	\$25.00
84293	Samantha Lynn Smith	Other Prof Services	\$25.00
84294	Sandra K Scherbarth	Other Prof Services	\$25.00
84295	Sarah Rogers	Other Prof Services	\$25.00
84296	Shanna J Taylor	Other Prof Services	\$25.00
84297	Shannon Hardenberger	Other Prof Services	\$25.00
84298	Stacy Hiegel	Other Prof Services	\$25.00
84299	Hiland Dairy Foods Company LLC	Milk	\$25.25
84300	Rentokil North America Inc	Other Technical Services	\$2,070.00
84301	Cornerstone Counseling PC	Technical Services	\$1,370.00
84302	Interstate All Battery Center	General Supplies	\$1,364.05
84303	Abante Marketing	General Supplies	\$12,810.74

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84304	Ace Hardware	General Supplies	\$870.17
84305	AcroMat	Custodial Warehouse	\$1,385.22
84306	Advanced Water Company Inc	Other Technical Services	\$4,550.00
84307	AKRS Equipment Solutions Inc	General Supplies	\$551.95
84308	Allison Bailey	Travel	\$72.55
84309	Alpha Rehabilitation PC	Professional Education Services	\$729.43
84310	Amazon Cap Services Inc	General Supplies	\$29,739.81
84311	Ameresco INC	Other Technical Services	\$13,800.00
84312	American Fence Co Western Ne	Other Technical Services	\$12,015.00
84313	Amy May	Other Technical Services	\$168.77
84314	Apple Computer Inc	Technology Supplies	\$76,197.00
84315	Appliance Repair Man	Repairs and Maintenance Services	\$90.00
84316	Aramark Uniform Services	Other Technical Services	\$582.98
84317	Arrowhead Forensics	General Supplies	\$146.03
84318	Associated Staffing Inc	Cleaning Services	\$749.20
84319	Awards Plus	General Supplies	\$672.48
84320	B2 Environmental Inc	Other Technical Services	\$2,200.00
84321	Banner Solutions	General Supplies	\$1,203.11
84322	Bel-Wood Buildings Inc	Other Equipment	\$24,400.00
84323	Bibiana Luevano	Travel	\$552.06
84324	Blick Art Materials	Other Equipment	\$4,738.09
84325	Border States Industries Inc	General Supplies	\$2,284.86
84326	Bosselman Energy Inc	General Supplies	\$151.31
84327	Brand's	General Supplies	\$904.50
84328	ByteSpeed LLC	Web Based Software	\$9,750.00
84329	CAE Healthcare Inc	Miscellaneous Expenditures	\$8,400.85
84330	Cannon Moss Brygger & Assoc	Other Prof Services	\$5,680.00
84331	Capital Business Systems Inc	Other Technical Services	\$10,828.35
84332	Capstone	Web Based Software	\$1,234.05
84333	Carolina Biological Supply	General Supplies	\$141.55
84334	Carpet Plus	General Supplies	\$185.00
84335	Cash-Wa Distributing	Food	\$37,941.24
84336	Cathryn J Love	Mileage Paid to Staff	\$47.65
84337	CDW Government	Web Based Software	\$39,032.00
84338	Central Nebraska Sod Supply LLC	General Supplies	\$840.00
84339	Christi Rademacher	General Supplies	\$28.98
84340	Christopher James Holton	Travel	\$381.50
84341	City of Grand Island	Refuse Disposal	\$93.38
84342	Cline Williams Wright Johnson	Contracted Legal Services	\$4,340.00
84343	Communications Engineering	Other Equipment	\$26,429.00
84344	Connie Hiegel	Other Technical Services	\$162.06
84345	Construction Rental	General Supplies	\$724.80
84346	Copycat Instant Printing	General Supplies	\$34,202.22
84347	Crescent Electric Supply	General Supplies	\$98.22
84348	Crown Packaging Corporation	General Supplies	\$1,817.41
84349	Curriculum Associates	Books & Periodicals	\$9,396.30
84350	Daniel Phillips	Mileage Paid to Staff	\$105.13
84351	Danita M Stanton	Mileage Paid to Staff	\$118.88
84352	Dawnell Glunz	Other Technical Services	\$687.14
84353	Delta Education	Books & Periodicals	\$5,910.56
84354	Dennis Supply Company	General Supplies	\$11.73
84355	Discount School Supply Order Dept	General Supplies	\$1,835.67

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84356	EAI Education	General Supplies	\$1,744.83
84357	Eakes Office Solutions	General Supplies	\$8,166.66
84358	Educational Service Unit 10	Other Technical Services	\$10.00
84359	Elda Leticia Martinez Cruz	Mileage Paid to Staff	\$28.36
84360	Flinn Scientific	General Supplies	\$136.00
84361	Follett School Solutions Inc	Books & Periodicals	\$874.66
84362	Fun Express LLC	General Supplies	\$25.94
84363	Galvan Construction	Other Equipment	\$3,825.00
84364	Gibbs Smith Publishers	Books & Periodicals	\$368.15
84365	Google LLC (77-0493581)	Web Based Software	\$54.34
84366	Grand Island Physical Therapy	Professional Education Services	\$36,062.41
84367	Grand Island Public Schools Foundation	Miscellaneous Expenditures	\$2,081.34
84368	Grand Island Public Schools Nutrition Sv	General Supplies	\$108.00
84369	Grand Island Utilities Dept	Electricity	\$39,436.38
84370	Gumdrop Books	Books & Periodicals	\$855.97
84371	Gustave A Larson Company	General Supplies	\$2,553.97
84372	Hamilton Long Distance Company	General Supplies	\$19,530.92
84373	Head Start Family Dev Program	Other Prof Services	\$63,182.99
84374	Healthy Roster Inc	Web Based Software	\$1,426.00
84375	High/Scope Press	Web Based Software	\$37.00
84376	Idea Bank Marketing	Other Prof Services	\$197.00
84377	Interstate All Battery Center	General Supplies	\$100.47
84378	Island Sprinkler Supply	General Supplies	\$1,052.59
84379	Island Supply Company	Other Technical Services	\$2,255.60
84380	Jeff Westerby	Employee Training and Development Services	\$355.00
84381	Jerrys Sheet Metal	General Supplies	\$592.00
84382	JoAnn Jaros	General Supplies	\$418.77
84383	Johanna Vance	General Supplies	\$19.44
84384	Jonathan Doll	Mileage Paid to Staff	\$241.76
84385	Journeyed-Microsoft LAR	Web Based Software	\$15,521.16
84386	Junior Library Guild	Books & Periodicals	\$1,253.80
84387	JW Pepper Son Inc	General Supplies	\$6,455.47
84388	Katheryn Rathe	General Supplies	\$69.44
84389	Kelli Mayhew	Travel	\$663.00
84390	Kendall/Hunt Publishing Co	Web Based Software	\$4,193.40
84391	Kenneth DeFrank	Travel	\$276.75
84392	Kris McMullen	Travel	\$408.55
84393	Kristen Laurent	Other Technical Services	\$424.30
84394	Kristine Van Hoosen	Employee Training and Development Services	\$120.00
84395	Lakeshore Learning Materials	Technology Supplies	\$20,384.15
84396	Laser Works	General Supplies	\$67.50
84397	Learning Sciences International LLC	Employee Training and Development Services	\$8,000.00
84398	Learning Services International & The Ma	Other Technical Services	\$41,097.00
84399	Legacy Outdoor Advertising LLC	Advertising	\$635.00
84400	Lexia Learning Systems LLC	Employee Training and Development Services	\$59.00
84401	Lindsey Hiers	Travel	\$448.55
84402	Literacy Resources LLC	Employee Training and Development Services	\$750.00
84403	Logic of English Inc	Books & Periodicals	\$396.94
84404	Love Signs	Other Technical Services	\$4,220.00
84405	Mariah Huncovsky	General Supplies	\$68.96
84406	Megan L Jaixen	Professional Education Services	\$2,010.00
84407	Menards	General Supplies	\$1,474.07

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84408	Midwest Alarm Services	Other Technical Services	\$349.00
84409	Midwest Floor Specialist	Other Technical Services	\$1,195.00
84410	Morgan Armstrong	Mileage Paid to Staff	\$51.83
84411	Mosaic at Bethphage Village	Professional Education Services	\$8,064.00
84412	MyBinding LLC	Other Equipment	\$9,119.00
84413	NAPA Auto Parts of Grand Island	General Supplies	\$103.09
84414	Nebraska School Public Relations Assoc	Dues and Fees	\$140.00
84415	Nichole Stoltenberg	Mileage Paid to Staff	\$33.93
84416	No Tears Learning Inc	General Supplies	\$921.80
84417	Northwest Evaluation Association	Web Based Software	\$1,487.50
84418	O Neill Transportation & Equipment LLC	Refuse Disposal	\$20.00
84419	O Reilly Auto Parts	Repairs and Maintenance Services	\$12.89
84420	One Source	Other Technical Services	\$1,276.00
84421	ORIGO Education Inc	General Supplies	\$604.94
84422	Parr Gloria J	General Supplies	\$98.13
84423	Pearson Clinical Assessment	Web Based Software	\$25,978.00
84424	Perma Bound	Books & Periodicals	\$124.35
84425	Policy Studies Associates Inc	Professional Education Services	\$9,166.67
84426	Prime Communications Inc	Technology Hardware	\$9,502.81
84427	R8 Productions LLC	General Supplies	\$23,419.00
84428	Really Great Reading Company LLC	Books & Periodicals	\$246.40
84429	Reams Sprinkler Supply Co	General Supplies	\$2,606.47
84430	Renee Sutherland	General Supplies	\$119.34
84431	Rentokil North America Inc	Other Technical Services	\$754.00
84432	Respondus Inc	Professional Education Services	\$4,045.00
84433	Riverside Technologies Inc	Technology Supplies	\$13,152.00
84434	Rons Music	General Supplies	\$2,412.94
84435	Roush Mitchell	Travel	\$700.60
84436	Sarah Dramse	General Supplies	\$69.60
84437	Sayler Screenprinting	General Supplies	\$127.50
84438	Scholastic Book Clubs Inc	Books & Periodicals	\$3,257.00
84439	Scholastic Inc.	Books & Periodicals	\$674.11
84440	School Health Corporation	General Supplies	\$755.44
84441	School Mate	General Supplies	\$300.00
84442	School Specialty Inc	General Supplies	\$337.38
84443	Sherwin Williams Company	General Supplies	\$644.20
84444	Siarra Vickinovac	General Supplies	\$102.17
84445	SMARTEST Edu Inc	General Supplies	\$5,476.05
84446	Social Thinking	Books & Periodicals	\$69.60
84447	Sonova USA Inc	General Supplies	\$49.79
84448	Sourcewell Technology	Technology Supplies	\$15,825.00
84449	SPEC Athletic, Inc	Other Equipment	\$38,500.00
84450	Sphero Inc	Technology Supplies	\$3,038.30
84451	State Glass Inc	Other Equipment	\$7,285.00
84452	Streck Arik	General Supplies	\$96.99
84453	Stuhr Museum Of The Prairie Pioneer	Professional Education Services	\$1,936.00
84454	Sydney Simmons	General Supplies	\$217.44
84455	T C Ceilings Inc	Repairs and Maintenance Services	\$1,500.00
84456	TAESE USU	Employee Training and Development Services	\$2,250.00
84457	Tammy Verba	General Supplies	\$148.34
84458	Teacher Direct	General Supplies	\$250.24
84459	The Hearing Clinic Inc	Professional Education Services	\$1,676.00

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84460	The Home Depot Pro	Custodial Warehouse	\$8,115.49
84461	the Principal Center & Project-Based Lea	Professional Education Services	\$500.00
84462	The Prophet Corporation	General Supplies	\$1,271.66
84463	Tiffany Pracht	General Supplies	\$192.50
84464	TK Elevator Corporation	Other Technical Services	\$1,717.53
84465	Tommy Gunz Bistro & Liquor Warehouse	Miscellaneous Expenditures	\$4,411.57
84466	Toni Palmer	Mileage Paid to Staff	\$56.00
84467	Toofast Supply	General Supplies	\$561.54
84468	Tools 4 Reading LLC	Books & Periodicals	\$220.00
84469	Top 20 Training LLC	Books & Periodicals	\$88.00
84470	Tri-Cities Roofing and Sheet Metal	Other Technical Services	\$1,130.88
84471	Uline	General Supplies	\$25.50
84472	University Of Nebr at Lincoln	General Supplies	\$165.00
84473	University Of Nebr Lincoln	Employee Training and Development Services	\$500.00
84474	US Foods - Grand Island	Food	\$11,803.42
84475	Verizon Wireless	Distance Education and Telecommunications	\$914.38
84476	Verizon Wireless	Distance Education and Telecommunications	\$518.27
84477	Verizon Wireless	Technology Hardware	\$471.44
84478	Vex Robotics Inc	General Supplies	\$4,499.00
84479	Village Cleaners	Other Technical Services	\$32.15
84480	Virgil Harden	Other Prof Services	\$0.00
84481	Wards Natural Science	General Supplies	\$518.08
84482	West Music Co	General Supplies	\$447.94
84483	Winsupply of Grand Island	General Supplies	\$782.74
84484	Yandas Music	General Supplies	\$30,533.77
84485	Zachary Hawkins	Fuel	\$89.95
84486	Anya Covarrubias	Mileage Paid to Staff	\$14.06
84487	Audriana Kaelin Camacho	Mileage Paid to Staff	\$33.75
84488	Danielle Buhman	Mileage Paid to Staff	\$32.50
84489	First Bankcard Center	Travel	\$511.11
84490	Grand Island Independent	Advertising	\$19.18
84491	Grand Island Public Schools Foundation	Miscellaneous Expenditures	\$10,000.01
84492	Grand Island Utilities Dept	Electricity	\$69,272.36
84493	Jennifer J Nickel	Other Prof Services	\$690.00
84494	Katyna Benedict	Miscellaneous Expenditures	\$50.00
84495	Platte Valley Communications	General Supplies	\$588.88
84496	Robert Bishop	Mileage Paid to Staff	\$166.06
84497	Symmetry Energy Solutions LLC	Utility Services	\$445.54
84498	Symmetry Energy Solutions LLC	Utility Services	\$283.51
84499	Symmetry Energy Solutions LLC	Utility Services	\$4,761.56
84500	Symmetry Energy Solutions LLC	Utility Services	\$27.35
84501	Symmetry Energy Solutions LLC	Utility Services	\$30.12
84502	Symmetry Energy Solutions LLC	Utility Services	\$51.24
84503	Symmetry Energy Solutions LLC	Utility Services	\$1,099.38
84504	Symmetry Energy Solutions LLC	Utility Services	\$308.45
84505	Symmetry Energy Solutions LLC	Utility Services	\$211.69
84506	Symmetry Energy Solutions LLC	Utility Services	\$184.49
84507	Symmetry Energy Solutions LLC	Utility Services	\$133.61
84508	Symmetry Energy Solutions LLC	Utility Services	\$1,694.11
84509	Symmetry Energy Solutions LLC	Utility Services	\$932.03
84510	Symmetry Energy Solutions LLC	Utility Services	\$462.26
84511	Symmetry Energy Solutions LLC	Utility Services	\$15.03

Grand Island Public Schools

Claims Listing

August 12, 2022

<u>Reference No</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
84512	Symmetry Energy Solutions LLC	Utility Services	\$83.68
84513	Symmetry Energy Solutions LLC	Utility Services	\$954.44
84514	Symmetry Energy Solutions LLC	Utility Services	\$197.40
84515	Symmetry Energy Solutions LLC	Utility Services	\$10.69
84516	Symmetry Energy Solutions LLC	Utility Services	\$60.63
84517	Symmetry Energy Solutions LLC	Utility Services	\$1,870.98
84518	Symmetry Energy Solutions LLC	Utility Services	\$751.29
84519	Symmetry Energy Solutions LLC	Utility Services	\$19.87
84520	Symmetry Energy Solutions LLC	Utility Services	\$3,150.63
84521	Symmetry Energy Solutions LLC	Utility Services	\$3,732.93
84522	Symmetry Energy Solutions LLC	Utility Services	\$220.10
84523	Symmetry Energy Solutions LLC	Utility Services	\$12.27
84524	Symmetry Energy Solutions LLC	Utility Services	\$3,251.92
84525	Abante Marketing	General Supplies	\$742.50
84526	American Red Cross	Other Prof Services	\$243.00
84527	Ashley Tomjack	Mileage Paid to Staff	\$57.13
84528	Comstock Corporation	Student Transportation	\$1,280.00
84529	Darrell Holley	Mileage Paid to Staff	\$30.00
84530	Educational Service Unit 10	Professional Education Services	\$3,523.85
84531	Evan Lee	Mileage Paid to Staff	\$50.06
84532	Grand Island Public Schools	Miscellaneous Expenditures	\$5,169.76
84533	Grand Island Public Schools	Miscellaneous Expenditures	\$62,167.38
84534	Grand Island Public Schools Activity Fun	Fund Transfers to Activities Fund	\$37,645.10
84535	Holiday Express	Student Transportation	\$8,795.00
84536	Jaime Wattier	Mileage Paid to Staff	\$16.13
84537	John Dalton Ambrose Johnson	Mileage Paid to Staff	\$65.56
84538	Lakeshore Learning Materials	General Supplies	\$601.41
84539	Marla Rischling	Mileage Paid to Staff	\$101.67
84540	Midwest Connect LLC	Postage	\$1,000.00
84541	Patricia Mahrt	Printing & Binding	\$3,052.50
84542	Platte Valley Communications	Technical Services	\$2,750.00
84543	Quentin Zeller	Mileage Paid to Staff	\$46.91
84544	Southwest Plastic Binding Company	Other Equipment	\$5,635.45
84545	Stefanie Novotny	Travel	\$176.25
84546	Therese Hulme	Mileage Paid to Staff	\$23.25
84547	Travas G Wright	Mileage Paid to Staff	\$80.44
84548	Verizon Business	Distance Education and Telecommunications	\$3.96
84549	Zachary Haas	Other Prof Services	\$72.33
84550	Head Start Family Dev Program	Other Prof Services	\$86.78
ACH	FEV Tutor Inc	Software	\$270,000.00
ACH	Holiday Express	Student Transportation	\$87,871.82
ACH	Kendall/Hunt Publishing Co	Books & Periodicals	\$93,765.00
ACH	Medsurety	Employee Benefits	\$440.00
ACH	Panorama Education	Software	\$52,000.00
ACH	Power Lift	Equipment	\$66,865.97
ACH	Pro Track and Tennis	Buildings	\$52,020.00
ACH	Tri Cities Roofing	Buildings	\$68,420.00
ACH	Wex Bank	Fuel	\$24,397.60
ACH	AliCap/NASB	Insurance	\$1,351,091.00
		August 2022 Claims	\$3,912,474.68
		August 15, 2022 Payroll	\$7,949,341.04
		Total	\$11,861,815.72

Kneale Administration Building



August 23, 2022

RE: Proposals Received for Wrestling Mats

ESTIMATE:

\$85,000

BUDGET:

ESSER III Funds

PROPOSALS GIVEN TO:

Dollamur Sport Surface

BSN Sports

Resilite, The Mat Company

Dan O. Petsch
Director of Buildings & Grounds
123 South Webb Road
P.O. Box 4904
Grand Island, NE 68802-4904

Phone: (308) 385-5900 x201101
Fax: (308) 385-5568
Email: dpetsch@gips.org
Web: www.gips.org

PROPOSALS RECEIVED:

Supplier	GISH	Barr	Walnut	Westridge	Total
BSN Sports	\$20,144.98	\$37,269.96	\$36,626.08	\$37,200	\$131,241.02
Dollamur, LP	\$13,850	\$22,000	\$22,000	\$22,000	+\$4,000 freight \$83,850 total

RECOMMENDATION:

The recommendation is to approve the proposal from Dollamur LP for a total of \$83,850.00. This purchase will be funded through ESSER III Funds.

Dan O. Petsch
Director of Buildings & Grounds

**GRAND ISLAND PUBLIC SCHOOLS
Grand Island, Nebraska**

**STAFF ADJUSTMENT ADDENDUM
September 8th, 2022**

Certified New Hires

<u>Name</u>	<u>Assignment/Building</u>	<u>Effective</u>	<u>Degree/ Level</u>	<u>College/ University</u>	<u>Replaces/ Reason</u>
None.					

New Hire/Extra Standard Assignment

<u>Name</u>	<u>Extra-Standard Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
None.			

Classified New Hires

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
June Behrens	Nutrition Services Assistant/CNC/Walnut	.9375	08/10/22	H. Overmiller
Isaac Bisbee	Assistant Custodian/Seedling Mile	.50	07/26/22	O. Nunez
Tracy Bright	Paraeducator/Engleman	.75	08/17/22	K. Stern
Shayla Carstens	Special Education Paraeducator/Senior High	.9375	08/22/22	K. Harring
Lissolet Clarke	Bilingual Paraeducator/Howard	1.0	08/10/22	Open
Enrique Corretjer	Assistant Custodian/Newell	.50	08/10/22	T. Evans
Margarita Cortes	Bilingual Preschool Paraeducator/Starr	1.0	08/10/22	A. Rodriguez D. Pantoja Fernandez
Taelor Donahoo	Lunch Monitor/Shoemaker	.3750	08/10/22	J. Baxter
Nicole Enck	Nutrition Services MS Manager/Barr	1.0	08/29/22	H. Olin

Classified New Hires(Continued)

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
Sarah Fesuluai	Special Education Paraeducator/Jefferson	.9375	08/10/22	L. Featherstone
Yesenia Flores Galindo	Bilingual Paraeducator/West Lawn	1.0	08/10/22	L. Delgado
Monica Fries	Nutrition Services Assistant/O'Connor Learning Center	.625	08/10/22	C. Rabanales
Samantha Gapp	Preschool Paraeducator/O'Connor Learning Center	1.0	08/10/22	M. Hansen
Emma Gassiot	Study Tutor-Discipline Room/Westridge	1.0	08/23/22	M Colburn
Sandy Guerra	Bilingual Paraeducator/Wasmer	.9375	08/22/22	I. Parra
Muna Gumaa	Nutrition Services Assistant/Walnut	.50	08/10/22	C. Guadalupe
Gerald Harris	Crossing Guard/Engleman	.3125	08/10/22	G. Harris
Shanon Harvey	Assistant Custodian/O'Connor Learning Center	.50	08/02/22	K. Miller
Caleb Hayes	Assistant Custodian/Dodge	1.0	08/03/22	H. Hayes
Lisa Hinken	Elementary Technology Assistant/Howard	1.0	08/01/22	A. Erives
Elizabeth James	Bilingual Paraeducator/Wasmer	.8750	08/10/22	M. Parra
Rylee Lewis	Paraeducator/Dodge	.875	08/10/22	H. Meier
Diana Malavis Rosas	Bilingual Preschool Paraeducator/Howard	1.0	08/10/22	S. Guerrero
Mary Marlatt	Paraeducator/West Lawn	.9375	08/10/22	A. McClure
Maria Marquez	Nutrition Services Assistant/Senior High	.50	08/10/22	A. Abbas
Chelsey McMullen	Paraeducator/O'Connor Learning Center	.50	08/10/22	S. Schrader

Classified New Hires(Continued)

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
Kayley McMullen	Paraeducator/Dodge	1.0	08/10/22	J. Ewoldt S. Shada
Hanan Mohamed	Nutrition Services Assistant/CNC	.50	08/22/22	M. Romero Aguilon
Adriana Mora Martinez	Satellite Clerk/Engleman	.468	08/22/22	S. Vazquez
Kay Newlin	Preschool Paraeducator/Starr	1.0	08/10/22	T. Garrels
Ana Nowak	Paraeducator/West Lawn	.875	08/23/22	B. Peterson
Calvin Noziska Joseph	Paraprofessional/Walnut	.9375	08/10/22	T. Myers
Kathleen Parker	Elementary Technology Assistant/Gates	1.0	08/02/22	M. Strobel
Laura Payton	Paraeducator/Starr	.9375	08/10/22	E. Shaw
Natasha Pinkham	Special Education Paraeducator/Starr	.9375	08/29/22	M. Rath
Fatoma Rashid	Nutrition Services Assistant/CNC	1.0	08/15/22	N. Buettner
Jamie Romero Perez	Special Education Paraeducator/Wasmer	.9375	08/10/22	L. Molt
Sarah Peirce	Secretary/CPI	1.0	08/04/22	N. Enck
Abigail Shelter	Special Education Paraeducator/Senior High	.9375	08/10/22	K. Doty
Emily Sinner	Special Education Paraeducator/Senior High	.9375	08/22/22	M. Duvall
Alexis Trejo	Special Education Paaeducator/Stolley Park	.9375	08/08/22	Y. Medina
Lore Tuma	Secretary to Principal/Westridge	1.0	08/8/22	R. Oblinger
Angela Valverde	Assistant Custodian/Wyandotte	.50	08/11/22	K. Ruff
Carlos Vargas Castano	Bilingual Paraeducator/Walnut	.9375	08/10/22	S. Alejandre
Tristan Vick	Secondary Technology Assistant/Senior High	1.0	08/10/22	K. Hahn

Classified New Hires(Continued)

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
Margarita Villarroel	Nutrition Services Assistant/Walnut	.50	08/22/22	M. Romero Aguillon
Tammy Wilson	Special Education Paraeducator/Starr	.9375	08/10/22	A. Andrews

Certified Resignations

<u>Name</u>	<u>Assignment/Building</u>	<u>Reason</u>	<u>Effective</u>
None.			

Certified Extra Standard Resignations

<u>Name</u>	<u>Assignment/Building</u>	<u>Reason</u>	<u>Effective</u>
None.			

Classified Resignations

<u>Name</u>	<u>Assignment/FTE/Building</u>	<u>Reason</u>	<u>Effective</u>
Dawn Bell	Nutrition Services Head Cook/1.0 FTE/CNC	Personal	05/20/22
Theresa Carpenter	Paraeducator/.9375/Gates	Personal	05/20/22
Cynthia Dearth	Paraeducator/.7188 FTE/Jefferson	Personal	05/20/22
Robyn Engleman	Special Education Paraeducator/.9375 FTE/Wasmer	Retirement	05/20/22
Viridiana Lopez Chavez	Bilingual Paraeducator/.875 FTE/Dodge	Personal	05/20/22
Makayla Morris	Special Education Paraeducator/.9375 FTE/Stolley Park	Personal	05/20/22
Jane Poole	Campus Monitor/1.0 FTE/Senior High	Job Abandonment	05/20/22
Maria De La Luz Valencia	Preschool Paraeducator/.50 FTE/O'Connor Learning Center	Personal	05/20/22

Certified Changes

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
None.				

Certified Changes/Extra Standard Assignments

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
None.				

Classified Changes

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Lluliana Ayala	Bilingual Paraeducator/.50 FTE/Paraeducator/.50 FTE/Howard	Bilingual Paraeducator/ 1.0 FTE/Howard	08/10/22	Open
Alyssa Asche	Paraprofessional/.9375 FTE/Shoemaker	Special Education Substitute Paraeducator/Vaires/SPED	08/01/22	Staff Request
Sheri Beed	Assistant Custodian/1.0 FTE/Starr	Assistant Custodian/ 1.0 FTE/Engleman	08/08/22	A. Garcia
Misty Bremer	Preschool Paraeducator/1.0 FTE/O'Connor Learning Center	Preschool Paraeducator/ 1.0 FTE/Howard	08/10/22	C. Scholl
Shayla Esquivel	Nutrition Services Assistant/.75 FTE/Senior High	Nutrition Services Assistant/.50 FTE/Lincoln	08/08/22	S. Niemeyer
Madelyn Feek	Special Education Paraeducator/.375 FTE/Barr	Special Education Paraeducator/.9375 FTE/Barr	08/29/22	M. Feek

Classified Changes(Continued)

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
T. Garrels	Preschool Paraeducator/1.0 FTE/Starr	Preschool Paraeducator/ 08/10/22 1.0 FTE/O'Connor Learning Center		M. Bremer
M. Hansen	Preschool Paraeducator/ 1.0 FTE/O'Connor Learning Center	Special Education Paraeducator/.9375 FTE/Gates	08/10/22	K. Horne
Melinda Kuchta	Special Education Paraeducator/.9375 FTE/Barr	Special Education Paraeducator/.9375 FTE/Wasmer	08/10/22	D. Bogner
Melinda Lavalleur	Study Tutor/.9375 FTE/Senior High	Special Education Paraeducator/.9375/Dodge	08/10/22	J. Rios
Amanda McClure	Paraeducator/1.0 FTE/West Lawn	Special Education Paraeducator/.9375 FTE/West Lawn	08/10/22	C. Carr
Lydia Molt	Special Education Paraeducator/.9375 FTE Wasmer	Paraprofessional/.9375 FTE/Shoemaker	08/10/22	A. Asche
Matthew Smith	Assistant Custodian/1.0 FTE/West Lawn	Head Custodian/1.0 FTE/West Lawn	08/12/22	M. Kosmicki
Lavonne Wieser	Crossing Guard/.3125 FTE/Jefferson	Crossing Guard/.3125 FTE/Jefferson/ Paraeducator/.50 FTE/Jefferson	08/15/22	Open

The Superintendent recommends adoption of the Staff Adjustment on the consent agenda

GRAND ISLAND PUBLIC SCHOOLS
Grand Island, Nebraska

STAFF ADJUSTMENT ADDENDUM
 September 8th, 2022

Certified New Hires

<u>Name</u>	<u>Assignment/Building</u>	<u>Effective</u>	<u>Degree/ Level</u>	<u>College/ University</u>	<u>Replaces/ Reason</u>
Keyle Alcorn	Law & Public Safety/GISH/1.0	08/04/2022	B.A.		L.Stryker
Jacqueline Bigley	8th Math/Barr/.33FTE	08/09/2022	M.A. +45		A. Rood
Codee Carr	Resource Rm/West Lawn /1.0FTE	08/09/2022	B.A.		Open
Irene Falldorf	8th Math/Barr/.66FTE	08/09/2022	M.A. +45		A.Rood
Justin Groth	7th Math/Westridge/1.0FTE	08/09/2022	M.A.		Open
Mattie Klinkman	2nd Grade/Knickrehm/1.0FTE	08/09/2022	B.A.		A. Jenness
Rosalina Lestor	EL/Jefferson/1.0FTE	08/09/2022	B.A.		J. Armstrong
Jamie McCurry	Online/GISH/1.0FTE	08/09/2022	M.A.		Open
Kay Obermiller	Science/GISH/1.0FTE	08/09/2022	B.A. +27		M. Albrecht
Rhiannon Stutts	Early Childhood/ELC/1.0FTE	08/09/2022	M.A. +18		M. Hubl
Alexandrea Sunday	SE Resource Rm/Jefferson/1.0	08/09/2022	B.A.		Open
Charles Whyte	Social Studies/GISH/1.0FTE	08/09/2022	M.A.		R. Kissack

New Hire/Extra Standard Assignment

<u>Name</u>	<u>Extra-Standard Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Emily Armstrong	9th Head Volleyball/GISH	08/09/2022	Open

New Hire/Extra Standard Assignment *continued*

<u>Name</u>	<u>Extra-Standard Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Demi Arres	Asst. Girls Soccer/Westridge	08/09/2022	Open
Jesse Arrends	Asst. Cheer Coach Fall/Spring/GISH	08/09/2022	Open
Kyle Beaman	Asst. Girls MS Soccer/Westridge	08/09/2022	T. Sanchez
Neil Berger	JV Girls Soccer/GISH	08/09/2022	Open
Grant Boyer	H. JV Football/GISH	08/09/2022	K. Carder
Barry Carlson	Hd. Football/Westridge	08/09/2022	Open
Sadie Carr	Hd. G Soccer/Walnut	08/09/2022	B. Ramallo
Jordan Clancy	Asst. Reserve Baseball/GISH	08/09/2022	Open
Shayna Crouch	Hd. Volleyball/Westridge	08/09/2022	Open
Christina Dubbs	G Wrestling/Walnut	08/09/2022	Open
Craig Dubbs	G Wrestling/Walnut	08/09/2022	Open
Stephanie Finnegan	Volleyball/Walnut	08/09/2022	K. Tagel
Oscar Fuentes	Sr. JV G Soccer/GISH	08/09/2022	K. Lemburg
Steven Goodbody	Football/Barr	08/09/2022	J. Chmelka
Carrie Hansen	High Brass Instructor/GISH	08/09/2022	Open
Steve Hartman	Hd. 9th B Basketball/GISH	08/09/2022	B. Simpson
Laurie Hauschild	Journalism/GISH/.5	08/09/2022	R. Holsinger
Brent Heikes	Asst. Football/Walnut	08/09/2022	B. Ramallo
Grant Hiebner	Asst. Football/Westridge	08/09/2022	Open
Chris Holton	Yearbook/GISH	08/09/2022	R. Holsinger

New Hire/Extra Standard Assignment *continued*

<u>Name</u>	<u>Extra-Standard Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Blake Hunkins	Asst. G Basketball/Westridge	08/09/2022	Open
Blake Hunkins	Asst. B Basketball/Westridge	08/09/2022	Open
Kelsey Jasnoch	Sr. Asst. Varsity Softball/GISH	08/09/2022	S. Galusha
Vincent Jodoin	Asst. B Soccer/Westridge	08/09/2022	Open
Christine Kier	Drama Theater Make-Up Fall/Spring/GISH	08/09/2022	Open
Haley Koeppe	Asst. Speech/GISH	08/09/2022	L. Thunker
Brittany Marr	Asst. Track/Westridge	08/09/2022	Open
Lance Nelson	Youth Coordinator/GISH/.25FTE	08/09/2022	K. Carder
Carol Novinski	Jr. Asst. Swimming/GISH	08/09/2022	J. Proctor
Hannah Pogue	Asst Cross Country/Westridge	08/09/2022	Open
Brian Ramallo	Asst G Wrestling/GISH	08/09/2022	C. Dubbs
Eric Rodriguez	Low Woodwinds/GISH	08/09/2022	Open
William Root	Asst. B Basketball/Westridge	08/09/2022	Open
Kelsey Rouse	Asst. Volleyball/Westridge	08/09/2022	Open
Hannah Schmidt	B Soccer/Barr	08/09/2022	K. Beaman
Janessa Slattery	Asst. Flag Corps/GISH	08/09/2022	Open
Keiotey Stenhouse	Track/Barr	08/09/2022	K. Jenkins
Keiotey Stenhouse	Football/Barr	08/09/2022	M. Norvell
Keiotey Stenhouse	Hd. B Basketball/Barr	08/09/2022	J. Chmelka

New Hire/Extra Standard Assignment *continued*

<u>Name</u>	<u>Extra-Standard Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Joseph Swanson	B. Soccer/Barr	08/09/2022	N. Helzer
Kaylee Tagel	Volleyball/Walnut	08/09/2022	A. Wiegert
Mike Thompson	B. Basketball/Barr	08/09/2022	M. Lynn
Loria Lei Thunker	Hd. NSAA Speech/GISH	08/09/2022	J. Boyd
Spencer Trout	Asst. Football/Westridge	08/09/2022	Open
Ashley Twohig	Asst. G Wrestling/Walnut	08/09/2022	Open
Carol Wieck	Reserve Volleyball/GISH	08/09/2022	K. Horky
Quentin Zeller	All City Orchestra/District Wide	08/09/2022	Open

Classified New Hires

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
June Behrens	Nutrition Services Assistant/CNC/Walnut	.9375	08/10/22	H. Overmiller
Isaac Bisbee	Assistant Custodian/Seedling Mile	.50	07/26/22	O. Nunez
Tracy Bright	Paraeducator/Engleman	.75	08/17/22	K. Stern
Shayla Carstens	Special Education Paraeducator/Senior High	.9375	08/22/22	K. Harring
Lissolet Clarke	Bilingual Paraeducator/Howard	1.0	08/10/22	Open
Enrique Corretjer	Assistant Custodian/Newell	.50	08/10/22	T. Evans
Margarita Cortes	Bilingual Preschool Paraeducator/Starr	1.0	08/10/22	A. Rodriguez D. Pantoja Fernandez
Taelor Donahoo	Lunch Monitor/Shoemaker	.3750	08/10/22	J. Baxter
Nicole Enck	Nutrition Services MS Manager/Barr	1.0	08/29/22	H. Olin

Classified New Hires(Continued)

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
Sarah Fesuluai	Special Education Paraeducator/Jefferson	.9375	08/10/22	L. Featherstone
Yesenia Flores Galindo	Bilingual Paraeducator/West Lawn	1.0	08/10/22	L. Delgado
Monica Fries	Nutrition Services Assistant/O'Connor Learning Center	.625	08/10/22	C. Rabanales
Samantha Gapp	Preschool Paraeducator/O'Connor Learning Center	1.0	08/10/22	M. Hansen
Emma Gassiot	Study Tutor-Discipline Room/Westridge	1.0	08/23/22	M Colburn
Sandy Guerra	Bilingual Paraeducator/Wasmer	.9375	08/22/22	I. Parra
Muna Gumaa	Nutrition Services Assistant/Walnut	.50	08/10/22	C. Guadalupe
Gerald Harris	Crossing Guard/Engleman	.3125	08/10/22	G. Harris
Shanon Harvey	Assistant Custodian/O'Connor Learning Center	.50	08/02/22	K. Miller
Caleb Hayes	Assistant Custodian/Dodge	1.0	08/03/22	H. Hayes
Lisa Hinken	Elementary Technology Assistant/Howard	1.0	08/01/22	A. Erives
Elizabeth James	Bilingual Paraeducator/Wasmer	.8750	08/10/22	M. Parra
Rylee Lewis	Paraeducator/Dodge	.875	08/10/22	H. Meier
Diana Malavis Rosas	Bilingual Preschool Paraeducator/Howard	1.0	08/10/22	S. Guerrero
Mary Marlatt	Paraeducator/West Lawn	.9375	08/10/22	A. McClure
Maria Marquez	Nutrition Services Assistant/Senior High	.50	08/10/22	A. Abbas
Chelsey McMullen	Paraeducator/O'Connor Learning Center	.50	08/10/22	S. Schrader

Classified New Hires(Continued)

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Kayley McMullen	Paraeducator/Dodge	1.0	08/10/22	J. Ewoldt S. Shada
Hanan Mohamed	Nutrition Services Assistant/CNC	.50	08/22/22	M. Romero Aguilon
Adriana Mora Martinez	Satellite Clerk/Engleman	.468	08/22/22	S. Vazquez
Kay Newlin	Preschool Paraeducator/Starr	1.0	08/10/22	T. Garrels
Ana Nowak	Paraeducator/West Lawn	.875	08/23/22	B. Peterson
Calvin Noziska Joseph	Paraprofessional/Walnut	.9375	08/10/22	T. Myers
Kathleen Parker	Elementary Technology Assistant/Gates	1.0	08/02/22	M. Strobel
Laura Payton	Paraeducator/Starr	.9375	08/10/22	E. Shaw
Natasha Pinkham	Special Education Paraeducator/Starr	.9375	08/29/22	M. Rath
Fatoma Rashid	Nutrition Services Assistant/CNC	1.0	08/15/22	N. Buettner
Jamie Romero Perez	Special Education Paraeducator/Wasmer	.9375	08/10/22	L. Molt
Sarah Peirce	Secretary/CPI	1.0	08/04/22	N. Enck
Abigail Shelter	Special Education Paraeducator/Senior High	.9375	08/10/22	K. Doty
Emily Sinner	Special Education Paraeducator/Senior High	.9375	08/22/22	M. Duvall
Alexis Trejo	Special Education Paaeducator/Stolley Park	.9375	08/08/22	Y. Medina
Lore Tuma	Secretary to Principal/Westridge	1.0	08/8/22	R. Oblinger
Angela Valverde	Assistant Custodian/Wyandotte	.50	08/11/22	K. Ruff
Carlos Vargas Castano	Bilingual Paraeducator/Walnut	.9375	08/10/22	S. Alejandre
Tristan Vick	Secondary Technology Assistant/Senior High	1.0	08/10/22	K. Hahn

Classified New Hires(Continued)

<u>Name</u>	<u>Assignment/Building</u>	<u>FTE</u>	<u>Starting Date</u>	<u>Replaces/Reason</u>
Margarita Villarroel	Nutrition Services Assistant/Walnut	.50	08/22/22	M. Romero Aguillon
Tammy Wilson	Special Education Paraeducator/Starr	.9375	08/10/22	A. Andrews

Certified Resignations

<u>Name</u>	<u>Assignment/Building</u>	<u>Reason</u>	<u>Effective</u>
Traci Goodrich	SECL Coach/Ed Consultant/Barr/1.0FTE	Personal	08/12/2022
Myriah Leisher	Social Studies/GISH	Personal	08/09/2022
Mikki McNelis	Kindergarten/Newell	Personal	05/23/2022

Certified Extra Standard Resignations

<u>Name</u>	<u>Assignment/Building</u>	<u>Reason</u>	<u>Effective</u>
Ben Arrants	Head 7th Football/Westridge	Personal	08/09/2022
Jared Bombeck	Head Boys Soccer/Westridge	MS A.D.	08/09/2022
Jared Bombeck	Asst. Boys Basketball/Westridge	MS A.D.	08/09/2022
Jared Bombeck	Asst. Football 7th/Westridge	MS A.D.	08/09/2022
Adam Brown	Asst. Football 7th/Westridge	Personal	08/09/2022
Jordan Clancy	Hd. B Basketball/Westridge	Personal	08/09/2022
Thompson Koch	Asst G Basketball/Westridge	Personal	08/09/2022
Tad Kruger	Hd. G Basketball/Westridge	Personal	08/09/2022
Tad Kruger	Hd. B Basketball/Westridge	Personal	08/09/2022
Sydney Lowery	Asst. Volleyball/Westridge	Personal	08/09/2022

Certified Extra Standard Resignations *continued*

<u>Name</u>	<u>Assignment/Building</u>	<u>Reason</u>	<u>Effective</u>
Ashley Meyer	Asst. Track/Westridge	Personal	08/09/2022
Lance Nelson	Asst. B Basketball/Westridge	Personal	08/09/2022

Certified Extra Standard Resignations *continued*

<u>Name</u>	<u>Assignment/Building</u>	<u>Reason</u>	<u>Effective</u>
Jacob Redman	Asst. Football/Westridge	Personal	08/09/2022
Pamela Renova	Asst. Volleyball/Westridge	Personal	08/09/2022
Tom Sullivan	Hd. B Track/Westridge	Personal	08/09/2022
Tom Sullivan	Asst. Cross Country/Westridge	Personal	08/09/2022
Jeff Tomlin	HS Summer Weights/GISH	Personal	08/09/2022
Ali Vincent	Asst. G Soccer/Westridge	Personal	08/09/2022

Classified Resignations

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Dawn Bell	Nutrition Services Head Cook/1.0 FTE/CNC	Personal	05/20/22
Theresa Carpenter	Paraeducator/.9375/Gates	Personal	05/20/22
Cynthia Dearth	Paraeducator/.7188 FTE/Jefferson	Personal	05/20/22
Robyn Engleman	Special Education Paraeducator/.9375 FTE/Wasmer	Retirement	05/20/22
Viridiana Lopez Chavez	Bilingual Paraeducator/.875 FTE/Dodge	Personal	05/20/22
Makayla Morris	Special Education Paraeducator/.9375 FTE/Stolley Park	Personal	05/20/22
Jane Poole	Campus Monitor/1.0 FTE/Senior High	Job Abandonment	05/20/22

Maria De La Luz Valencia	Preschool Paraeducator/.50 FTE/O'Connor Learning Center	Personal	05/20/22
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Certified Changes

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Julie Armstrong	EL/Jefferson/1.0FTE	4th Grade/Jefferson/ 1.0FTE	08/09/2022	Open
Hannah Beck	Mathematics/GISH/1.0FTE	8th Math/Barr/1.0FTE	08/09/2022	H. Schmidt
Emilee Bruns	Resource Rm/GISH/1.0FTE	Resource Rm/ Knickrehm/1.0FTE	08/09/2022	E. Taulkavia
Brenda Carlson	5th Grade/Lincoln/1.0FTE	4th Grade/Lincoln /1.0FTE	08/09/2022	Open
Hector Cerda	Financial Literacy/Barr/ 1.0FTE	8th Grade Math/Barr/ 1.0FTE	08/09/2022	Open
April Dickerson	Bilingual/Starr/1.0FTE	Bilingual/GISH/1.0FTE	08/09/2022	S. Quintana
Sarah Dramse	SECL/West Lawn/1.0FTE	5th Grade/West Lawn /1.0FTE	08/09/2022	Open
Nathan Dukes	ELA/Westridge/1.0FTE	5th Grade/Jefferson /1.0FTE	08/09/2022	J. Faxon
Donnie Halbgewachs	Science/Westridge/1.0FTE	Science/Barr/1.0FTE	08/09/2022	J. Stephens
Roberta Hazen	Reading Intervention/ Knickrehm/.5FTE	SE Resource/ Knickrehm/.5FTE	08/09/2022	Open
Amber High	Academic Coach/ GearUp/1.0FTE	Gifted Specialist/ Kneale/1.0FTE	08/09/2022	Open
Krysta Huse	Interventionist/Lincoln/1.0FTE	5th Grade/Lincoln /1.0FTE	08/09/2022	Open
Katina Isele	Interventionist/Barr/1.0FTE	English/GISH/1.0FTE	08/09/2022	R.Holsinger
Adam Kreifels	Kindergarten/Wasmer/1.0FTE	1st Grade/Wasmer /1.0FTE	08/09/2022	Open

Certified Changes continued

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Bethany Kemnitz	1st Grade/Newell/1.0FTE	Kindergarten/Newell /1.0FTE	08/09/2022	M. McNelis
Marisalynn Koepke	SE Resource/Wasmer/1.0FTE	SE Resource/Wasmer .5FTE/Gates .5FTE	08/09/2022	Student Need
Tara Lewis	ELA 8th/Westridge/1.0FTE	ELA 6th/Westridge/ 1.0FTE	08/09/2022	N. Dukes
Abigail Miller	1st Grade/Jefferson/1.0FTE	4th Grade/Jefferson /1.0FTE	08/09/2022	Open
Pamela Moritz	SE Resource Rm/Westridge /1.0FTE	Resource Rm/Starr /1.0FTE	08/09/2022	M. Irmen
Nicole O'Hara	Gifted Specialist/Engleman /1.0FTE	3rd Grade/Wasmer /1.0FTE	08/09/2022	Student Need
Valerie Porto	Social Worker/ELC/1.0FTE	Social Worker/GISH .5FTE/Westridge .5FTE	08/09/2022	Open
Claudia Demko Reno	SE SECL Coach/District Wide /1.0FTE	SE SECL/Ed Consult /1.0FTE/Westridge	08/09/2022	E. Jones
Hannah Schmidt	Mathematics/Westridge/1.0FTE	7th Math/Barr/1.0FTE	08/09/2022	H. Cerda
Catherine Schock	SE SECL Coach/West Lawn .33/ / .33 Howard/SBW .33FTE	SE SECL Coach/ Engleman .1667/ Gates .1667/Newell .1667 /Seedling Mile .1667/ Shoemaker .1667/Stolley Park .1667	08/09/2022	Student Need
Jessica Schroeder	Academic Coach/Stolley /1.0FTE	Academic Coach/ Howard/1.0FTE	08/09/2022	Student Need
Steven Dunham	Social Studies/Barr 1.0FTE	Health/Barr/1.0FTE	08/09/2022	H. Caspersen
Jessica Stephens	Science/Barr/1.0FTE	Science/Westridge/ 1.0FTE	08/09/2022	Open

Certified Changes continued

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Lindsey Stryker	Law & Public/GISH/1.0FTE	P.E-Health/GISH /1.0FTE	08/09/2022	Open
Renee Sutherland	2nd Grade/Newell/1.0FTE	1st Grd/Newell/1.0FTE	08/09/2022	B. Kemnitz
Loria Lei Thunker	Gifted/Shoemaker/1.0FTE	4th Grade/Shoemaker /1.0FTE	08/09/2022	Student Need
Meg Moellenberndt- Trout	Early Childhood/Lincoln /1.0FTE	Early Childhood/ELC /1.0FTE	08/09/2022	M. Butler
Josa Wilkinson	ELA/Barr/1.0FTE	Science/Barr/1.0FTE	08/09/2022	K. Jenkins
Amber Wissing	Science/GISH/1.0FTE	Math/Walnut/1.0FTE	08/09/2022	Open
Kristen Wullschleger	Kinder/West Lawn/1.0FTE	1st Grade/West Lawn /1.0FTE	08/09/2022	Student Need

Certified Changes/Extra Standard Assignments

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Amy Boyer	Ast. G Basketball/Westridge	Hd. G Basketball/ Westridge	08/09/2022	Open
Grant Boyer	Ast. B Basketball/Westridge	Hd. B Basketball/ Westridge	08/09/2022	Open
Caitlin Houdek	Soccer/Walnut	Track Asst/Walnut	08/09/2022	R. Kissack
Richard Kissack	Track Asst/Walnut	Soccer/Walnut	08/09/2022	C. Houdek
James Panowicz	Sr. Asst. JV B Soccer/GISH	Sr. Hd. B Soccer/GISH	08/09/2022	J. Jensen
Kathryn Zeller	Hd. Volleyball/Westridge	Asst. Volleyball/ Westridge	08/09/2022	Open

Classified Changes

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Lluliana Ayala	Bilingual Paraeducator/.50 FTE/Paraeducator/.50 FTE/Howard	Bilingual Paraeducator/ 1.0 FTE/Howard	08/10/22	Open
Alyssa Asche	Paraprofessional/.9375 FTE/Shoemaker	Special Education Substitute Paraeducator/Vaires/SPED	08/01/22	Staff Request
Sheri Beed	Assistant Custodian/1.0 FTE/Starr	Assistant Custodian/ 1.0 FTE/Engleman	08/08/22	A. Garcia
Misty Bremer	Preschool Paraeducator/1.0 FTE/O'Connor Learning Center	Preschool Paraeducator/ 1.0 FTE/Howard	08/10/22	C. Scholl
Shayla Esquivel	Nutrition Services Assistant/.75 FTE/Senior High	Nutrition Services Assistant/.50 FTE/Lincoln	08/08/22	S. Niemeyer
Madelyn Feek	Special Education Paraeducator/.375 FTE/Barr	Special Education Paraeducator/.9375 FTE/Barr	08/29/22	M. Feek

Classified Changes(Continued)

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
T. Garrels	Preschool Paraeducator/1.0 FTE/Starr	Preschool Paraeducator/ 1.0 FTE/O'Connor Learning Center	08/10/22	M. Bremer
M. Hansen	Preschool Paraeducator/ 1.0 FTE/O'Connor Learning Center	Special Education Paraeducator/.9375 FTE/Gates	08/10/22	K. Horne
Melinda Kuchta	Special Education Paraeducator/.9375 FTE/Barr	Special Education Paraeducator/.9375 FTE/Wasmer	08/10/22	D. Bogner

Classified Changes(Continued)

<u>Name</u>	<u>Former Assignment</u>	<u>New Assignment</u>	<u>Effective</u>	<u>Replaces/Reason</u>
Melinda Lavalleur	Study Tutor/.9375 FTE/ Senior High	Special Education Paraeducator/.9375/ Dodge	08/10/22	J. Rios
Amanda McClure	Paraeducator/1.0 FTE/West Lawn	Special Education Paraeducator/.9375 FTE/West Lawn	08/10/22	C. Carr
Lydia Molt	Special Education Paraeducator/.9375 FTE Wasmer	Paraprofessional/ .9375 FTE/Shoemaker	08/10/22	A. Asche
Matthew Smith	Assistant Custodian/1.0 FTE/ West Lawn	Head Custodian/1.0 FTE/West Lawn	08/12/22	M. Kosmicki
Lavonne Wieser	Crossing Guard/.3125 FTE/ Jefferson	Crossing Guard/.3125 FTE/Jefferson/ Paraeducator/.50 FTE/ Jefferson	08/15/22	Open

The Superintendent recommends adoption of the Staff Adjustment on the consent agenda

Grand Island Public Schools

Fund Balances

Fiscal Year: 2022-2023

Month: September

Year: 2022

Fund Type:

Include Cash Balance

FY End Report

<u>Fund</u>	<u>Description</u>	<u>Beginning Balance</u>	<u>Revenue</u>	<u>Expense</u>	<u>Transfers</u>	<u>Fund Balance</u>
01	General	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
02	Depreciation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03	Employee Benefit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04	Contingency	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
05	Activities	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
06	School Nutrition	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
07	Bond	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
08	Special Building	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09	Qualified Capitol Purpose Undertaking	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
10	Cooperative	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

End of Report

2470 MEETING MINUTES

The Board of Education shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed. The resignation of a Board member or any other circumstance that results in a vacancy in office shall be made a part of the minutes.

The minutes shall be prepared by the secretary immediately following the meeting, shall be written, shall be available on the District's website and for inspection by the public and for distribution to the members of the Board within ten (10) working days, or prior to the next convened meeting, whichever occurs earlier, and shall be a part of the agenda for the next regular meeting at which time they shall be corrected, if necessary, and approved.

The minutes shall be kept in the office of the superintendent and shall be public records and open to public inspection during normal business hours. The minutes shall also be available on the District's website for at least six (6) months.

~~The Board secretary shall keep, or cause to be kept, complete records of meetings of the Board. These minutes shall include but not be limited to:~~

- ~~1. A record of all actions taken by the Board, with the vote of each member recorded.~~
- ~~2. Resolutions and motions in full; reports and documents relating to a formal motion may be admitted if they are referred to and identified by title and date.~~

~~The minutes shall be public records and open to public inspection during normal business hours. Such minutes shall be written and available for inspection within ten working days or prior to the next convened meeting whichever occurs earlier.~~

~~The minutes shall become permanent records of the Board of Education and shall be in custody of the Board's secretary. The secretary shall make them available to interested citizens upon request.~~

~~The minutes may be kept as an electronic record.~~

Legal Reference: Neb. Rev. Stat. Sections 79-555; 79-570; and 79-577
 Neb. Rev. Stat. Sections 84-1408 to 1414

Policy Adopted 3/1/76
Policy Revised 9/9/91
Policy Revised: 7.10.2014
Policy Revised: 10.12.2015
Policy Revised: ???.???.??

GRAND ISLAND PUBLIC SCHOOLS

4555 BIDDING REQUIREMENTS

The Grand Island Public Schools shall bid every project for the construction, remodeling, or repair of any school-owned building or for site improvements when the contemplated expenditures for the project is in excess of one hundred nine thousand dollars ~~(\$109,000)~~ ~~(\$100,000)~~, or such sum as adjusted pursuant to Section 73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:

1. Notice to Bidders: The Administration 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, when the hour is reached for the bids to close.
2. Regular Manner of Advertisement for Bids: The notice to bidders shall be published one time in a newspaper of general circulation in the School District. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board of Education or Administration may, in its 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 in the presence of the bidders or representatives of the bidders.
4. Contract Award: The contract shall be awarded to the lowest responsible bidder as to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria determined appropriate by the Board or administration.
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 ten thousand dollars (\$10,000) or less unless the School Board or Administration 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 the district.
6. Retention of an Architect or Engineer. The School District 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 a person under the direct supervision of an architect, 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)~~ ~~(\$100,000)~~, as adjusted from time to time by Section 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 School Board or Administration waives such requirement. The Board of Education or Administration may provide for additional procedures for the procurement, opening and

GRAND ISLAND PUBLIC SCHOOLS

acceptance of bids as deemed appropriate for a particular project.

Legal Reference: Neb. Rev. Stat. Sec. 52-118
Neb. Rev. Stat. Sec. 73-101 *et seq.*
Neb. Rev. Stat. Sec. 73-106
Neb. Rev. Stat. Sec. 81-3445

Policy Adopted: 10/4/76
Policy Revised: 12-6-99
Policy Revised: 11-13-03
Policy Revised: 7-10-08
Policy Revised: 11.12.2015
Policy Revised: ???.???.??

~~The Grand Island Public Schools shall bid project(s) for the construction, remodeling, or repair of any school-owned building or for site improvements when the contemplated expenditures for the project is over \$100,000.00. The bidding procedures shall comply with the requirements of state law and shall include the following:~~

~~1. Notice to Bidders:~~

~~The Administration 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, when the hour is reached for the bids to close.~~

~~2. Regular Manner of Advertisement for Bids:~~

~~The notice to bidders shall be published one time in a newspaper of general circulation in the School District. The notice shall be published at least seven (7) days prior to the date designated for the opening of such bids. The Board of Education or Administration may, in its 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 in the presence of the bidders or representatives of the bidders.~~

~~4. Contract Award:~~

~~The contract shall be awarded to the lowest responsible bidder as to the extent required by law. When not so required, the award shall be made on the basis of consideration of the contract award criteria determined appropriate by the Board or administration.~~

~~8. 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 \$50,000 or less unless the School Board or Administration 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~~

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~~performance of the contract. Such bond shall contain such provisions as are required by statutes, and be in a form prescribed and required by the district.~~

~~9. Retention of an Architect or Engineer. The School District 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 a person under the direct supervision of an architect, 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 thousand dollars (\$100,000), as adjusted from time to time by § 81-3445 or other applicable law.~~

~~10. 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 School Board or Administration waives such requirement. The Board of Education or Administration may provide for additional procedures for the procurement, opening and acceptance of bids as deemed appropriate for a particular project.~~

Legal Reference: Neb. Rev. Stat. ' 52-118
 Neb. Rev. Stat. ' 73-101 *et seq.*
 Neb. Rev. Stat. ' 73-106
 Neb. Rev. Stat. ' 81-3445

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6462 CERTIFIED STAFF RESIGNATION

Certified staff who wish to be released from contract should consider the difficulty of securing an adequate replacement for the district and disruption to the educational program. A late resignation greatly increases this difficulty and disruption.

Certified staff who wish to be released from their contract shall immediately deliver a written and signed notice of resignation to the office of the Superintendent or **Chief of Human Capital Management Executive Director of Human Services**. The Superintendent, upon reviewing the request and its impact on the district, shall forward the request to the Board of Education with an appropriate recommendation.

The Board shall make the final determination regarding the request but shall have no obligation to approve the staff member's early release from contract.

The Board may request the staff member to continue as a member of the staff and to fulfill the terms of their contract. The early release, if allowed, will become effective at the end of the school year in which it is submitted. If the staff member has requested the release to become effective at an earlier date than the end of the school year, the Board may consider it on an individual basis.

A staff member's refusal to fulfill their contract shall be cause for the district to request a suspension or revocation of certification by the Nebraska Department of Education.

Legal Reference: Nebraska Statutes §79-817 to 79-845
 NDE Rule 27, part 007

Policy Adopted 3/5/79
Policy Reviewed 10/18/07
Policy Revised: 08.11.2016
Policy Revised: ???.??.??

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8450 STUDENT DISCIPLINE

Realizing that appropriate discipline varies from situation to situation, the Grand Island Public Schools recognizes that discipline in the school is extremely important to the school program. Discipline should be positive rather than negative in nature. Discipline should foster student growth while assuring an acceptable environment in which to learn. Discipline should be considered a means of teaching and as such disciplinary efforts should be as positive as is practical. Giving credit or recognition for appropriate behavior, setting appropriate examples for students, application of conditions for learning, counseling, and involvement of parents are to be expected. Measures such as exclusion from classes or from the educational setting are to be used only as last alternatives.

Any disciplinary action will be applied fairly and consistently regardless of race, color, religion, national origin, ethnicity, age, sex or gender, sexual orientation, disability, pregnancy, childbirth or related medical condition, marital status or other prohibited status. Disciplinary action will not conflict with provisions of the Individuals with Disabilities Education Act (IDEA).

References: *59 Fed. Reg. 11448 et seq. 1994*
Policy 1310–NON-DISCRIMINATION
Policy 8470-WEAPONS IN SCHOOLS
Policy 8420-STUDENT DUE PROCESS RIGHTS
Student Discipline Act §79-259 through §79-294

Guidelines attached - 8450.1–Administrative Guidelines for 8450

Policy Adopted - November 3, 1980
Policy Revised: 12-1-97
Policy Revised: 09.13.2012
Policy Revised: 01.10.2019
Policy Revised: 11.12.2020
Policy Revised: 05.13.2021
Policy Revised: ???.???.??

The Grand Island Public Schools does not discriminate on the basis of sex in any educational program or activity that it operates. The District is required by Title IX (20 U.S.C. § 1681) and 34 CFR Part 106 not to discriminate in such a manner. This requirement not to discriminate also applies to admission and employment. Any inquiries about the application of Title IX may be referred to the District Title IX Coordinator, to the Assistant Secretary of the Office of Civil Rights, or both. The GIPS Board of Education designates the following individuals to serve as GIPS Title IX Coordinators for students and staff and serve as Compliance Coordinator:

Title: Dr. Robin R. Dexter, Associate Superintendent
Coordinator for Student Complaints and Compliance Coordinator
Office address:
Kneale Administration Building, 123 S. Webb Road, Grand Island, NE 68802
Email: rdexter@gips.org

Phone number: 308-385-5900

Title: Ms. Kristen Irely, Chief of Human Capital Management
Coordinator for Staff Complaints

Office address:
Kneale Administration Building, 123 S. Webb Road, Grand Island, NE 68802
Email: kirey@gips.org

Phone number: 308-385-5900

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For information regarding the Grand Island Public Schools procedure for complaints of sexual harassment including the complaint process, how to file a report or a complaint of sexual harassment, how to file a formal complaint of sexual harassment, and how the District will respond to such complaints see Board Policy, 6205 Staff and 8505 Student, located on the GIPS web site.

8450.1 Administrative Guidelines for 8450

The following is a table describing possible offenses, legal and policy references, and a range of possible consequences. This information should be used as guidance in making decisions with regard to disciplinary actions. This list is not all inclusive and infractions that are indicated might be interpreted in a wide variety of ways. The goal of the table is to provide a measure of consistency in application of consequences from incident to incident and from administrator to administrator. Each infraction carries a minimal consequence for a first and/or minor violation. The maxim consequence should be applied only when the severity or frequency of the violations warrant such application. All behavior incidents must be documented and coded appropriately in the GIPS student information system. All schools in GIPS will follow the GIPS Threat Assessment Guidance and Protocols. Further guidance may be provided by referring to Grand Island School Board Policies 8453–*Student Suspension, Expulsion, and Mandatory Reassignment* and 8470–*Weapons in School*.

Violations	Action	
	Minimum	Maximum
Alcohol (law, violations: possession use, sale)	Parent Conference/Short-term Suspension Could include request for drug/alcohol test and/or consultation upon return to school GIPS Intervention Program (Vaping)	Long-term Suspension Expulsion Mandatory Reassignment Request for drug/alcohol test upon return to school Criminal Prosecution
Arson (Setting a fire)	Parent Conference/Short-term Suspension Referral to SRO	Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Bullying	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension
Bus Violation #1	Verbal Reprimand Parent Conference Detention	Verbal Reprimand Parent Conference Detention Loss of Bus Privilege (Short-term)
Bus Violation #2	Verbal Reprimand Parent Conference Detention Loss of Bus Privilege (Short-term)	Verbal Reprimand Parent Conference Detention Loss of Bus Privilege (Long-term)
Cheating Minor	Student/Teacher Conference Parent Contact by Teacher Loss of Privilege by Teacher	Student conference Parent Contact Detention/Loss of privilege
Disorderly Conduct	Verbal Reprimand Parent Conference	In-School/Short-term Suspension Long-term Suspension
Disruption- Minor	Student/Teacher Conference Parent Contact by Teacher Loss of Privilege by Teacher	Student conference Parent Contact Detention/Loss of privilege

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<p>Student Appearance Violation</p>	<p>Classroom managed interaction - document minor incident in Synergy</p> <p>First Office visit - Student conference/parent contact document minor incident in Synergy</p>	<p>Second Office visit - ½ day ISS w/parent contact document MAJOR incident in Synergy</p> <p>Third Office visit - 1 day OSS w/parent conference document MAJOR incident in Synergy</p> <p>Fourth Office visit - principal's discretion beyond 1 day of OSS document MAJOR incident in Synergy</p>
<p>Drug Paraphernalia</p>	<p>Short-term Suspension Request for drug/alcohol test upon return to school Referral to SRO GIPS Intervention Program</p>	<p>Long-term Suspension Mandatory Reassignment Request for drug/alcohol test upon return to school Criminal Prosecution</p>
<p>Drug Possession</p>	<p>Short-term Suspension Request for drug/alcohol test upon return to school Referral to SRO GIPS Intervention Program</p>	<p>Long-term Suspension Mandatory Reassignment Request for drug/alcohol test upon return to school Criminal Prosecution</p>
<p>Drug Sale</p>	<p>Short-term Suspension Request for drug/alcohol test upon return to school Referral to SRO GIPS Intervention Program</p>	<p>Long-term Suspension Mandatory Reassignment Request for drug/alcohol test upon return to school Criminal Prosecution</p>
<p>Drug Use</p>	<p>Short-term Suspension Request for drug/alcohol test upon return to school Referral to SRO GIPS Intervention Program</p>	<p>Long-term Suspension Mandatory Reassignment Request for drug/alcohol test upon return to school Criminal Prosecution</p>
<p>Elopement</p>	<p>Student Conference Parent Contact Loss of Privilege/Detention</p>	<p>Parent Conference Detention In-School Suspension</p>
<p>Failure to Follow Instructions Major</p>	<p>Student/Teacher/Principal Conference Parent Contact by Principal Loss of Privilege by Principal</p>	<p>Parent/Student Conference In-School Suspension Loss of Privilege</p>
<p>Failure to Follow Instructions-Minor</p>	<p>Student/Teacher Conference Parent Contact by Teacher Loss of Privilege by Teacher</p>	<p>Student conference Parent Contact Detention/Loss of privilege</p>
<p>Gang Activity</p>	<p>Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment</p>	<p>Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution</p>
<p>Gang Related Threats</p>	<p>Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension</p>	<p>Threat Assessment Long-term Suspension</p>

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	Threat Assessment	Expulsion Mandatory Reassignment Criminal Prosecution
Gang Related Violence	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Harassment or Bullying- Disability	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Harassment or Bullying - Race, Color, National Origin	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Harassment or Bullying- Religion	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Harassment or Bullying- Sex	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Harassment or Bullying- Sexual Orientation	Parent Conference/Verbal Reprimand Parent Conference/Short-term Suspension Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Homework- Minor	Student conference Parent Conference Loss of privilege	Student conference Parent conference Detention ISS
Homicide	Criminal Prosecution	Criminal Prosecution
Inappropriate Language	Verbal Reprimand Parent Conference	Parent Conference Detention

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		ISS
Inappropriate Language- Minor	Student/Teacher conference	Student/Principal conference Detention
Inappropriate Use of Medication	Student conference Parent Conference Loss of privilege Detention ISS	Student conference Parent conference Detention ISS OSS
Inappropriate Use of Technology	Student/Principal Conference Parent Contact by Principal/Teacher Loss of Technology Privilege	Parent/Student Conference Loss of Technology Privilege, Multiple days ISS
Inappropriate Use of Technology- MINOR	Student/Teacher Conference Parent Contact by Teacher Loss of Technology Privilege- Teacher	
Inappropriate Use of Technology- Personal Device (PHONE)- Major (4th Offense)	Student given ISS Student given short term OSS	Student given short term OSS Student given long term OSS
Inappropriate Use of Technology-Personal Device (Phone) MINOR	Teacher addresses in class Teacher takes phone and returns it at the end of the period	Teacher takes phone and gives it to the office First time student picks it up at the end of the day – document MAJOR incident; Second time – parent contact – document MAJOR incident Third time parent conference and parent takes phone Fourth time – document MAJOR insubordination – 1 day OSS Fifth time – document MAJOR insubordination – individual student/parent plan
Kidnapping (Abduction)	Criminal Prosecution	Criminal Prosecution
Knife with blade length <= 3.5 inches	Parent Conference/Detention Short-term Suspension/ Threat Assessment	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Knife with blade length >=3.5 inches	Parent Conference/Short-term Suspension/ Threat Assessment	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Nicotine/Tobacco (Possession or Use)	Parent Conference/Short-term Suspension	Long-term Suspension Mandatory Reassignment

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	Could include request for drug/alcohol test and/or consultation upon return to school GIPS Intervention Program (Vaping)	Request for drug/alcohol test upon return to school Criminal Prosecution
Obscene/Lewd/Public Indecency Behavior	Parent Conference ISS Short-term Suspension	Short-term Suspension Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution
Other Offenses (eg Forgery, Extortion)	Verbal Reprimand Parent Conference Detention/Short-term Suspension	Short-term Suspension Long-term Suspension Criminal Prosecution
Physical Altercation, Minor (Pushing, Shoving)	Student Conference/Parent Contact Detention	Detention In-School Suspension
Physical attack or fight with a weapon (firearm or explosive device)	Parent Conference/Short-term Suspension/ Threat Assessment Expulsion (Firearm)	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Physical attack or fight with a weapon	Parent Conference/Short-term Suspension/ Threat Assessment Expulsion (Firearm)	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Physical attack or fight without a weapon	Parent Conference/Detentions/Short-term Suspension Parent Conference/Long-term Suspension Threat Assessment	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Possession of a firearm or explosive device	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Rape or Attempted Rape	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Refusal to Work- MINOR	Oral Redirect Student Conference Detention	Detention Parent Conference Student Contract
Robbery with a firearm or explosive device	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment

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	Criminal Prosecution	Criminal Prosecution
Robbery with a weapon	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Robbery without a weapon	In School Suspension Short-term Suspension Threat Assessment	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
School Threat (Threat of Destruction or Harm)	Student conference Parent Conference Detention Threat Assessment ISS/Short-term Suspension	Parent conference Threat Assessment ISS/Short-term Suspension OSS/Long-term suspension
Sexual Assault, other than Rape	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Skipping- MINOR	Verbal Redirect Student Conference Detention	Detention Parent Conference Student Contract
Substance Abuse Intervention	Parent Conference/Short-term Suspension Could include request for drug/alcohol test and/or consultation upon return to school GIPS Intervention Program (Vaping)	Long-term Suspension Mandatory Reassignment Request for drug/alcohol test upon return to school Criminal Prosecution
Tardy-MINOR	Verbal Redirect Student Conference Detention	Detention Parent Conference Student Contract
Theft (Stealing Personal or Other Property)	Parent Conference Short Term Suspension Long-term Suspension	Short-term Suspension Long-term Suspension Expulsion/Criminal Prosecution
Threats- Electronic/Cyber	Parent Conference/Short-term Suspension/ISS Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension
Threats- Physical	Parent Conference/Short-term Suspension/ISS Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension
Threats- Verbal	Parent Conference/Short-term Suspension/ISS Threat Assessment	Short-term Suspension Threat Assessment Long-term Suspension

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Threats of physical attack with a firearm or explosive device	Parent Conference/Short-term Suspension/ Threat Assessment Expulsion (Firearm)	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Threats of physical attack with a weapon	Parent Conference/Short-term Suspension/ISS Threat Assessment Expulsion (Firearm)	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Threats of physical attack without a weapon	Parent Conference/Short-term Suspension/ISS Threat Assessment Expulsion (Firearm)	Long-term Suspension Expulsion Threat Assessment Mandatory Reassignment Criminal Prosecution
Trespassing (Unlawful or Unauthorized Presence)	Student Conference Parent Conference Detention ISS/Short-term Suspension	Parent Conference Short-term Suspension Long-term Suspension Referral to SRO
Truancy/Skipping	Verbal Reprimand Parent Conference Detention	Second Offense - ½ day ISS w/parent contact document MAJOR incident in Synergy Third Office visit - 1 day OSS w/parent conference document MAJOR incident in Synergy Fourth Office visit - principal's discretion beyond 1 day of OSS document MAJOR incident in Synergy
Vandalism (Damage to School or Personal Property)	Parent Conference/Short-term Suspension - pay for damages	Long-term Suspension Expulsion Mandatory Reassignment Criminal Prosecution Pay for damages
Verbal Altercation- MINOR	Verbal Redirect Student Conference Detention	Detention Parent Conference Student Contract
Violation of School Rules (Disobeying School Policy)	Student Conference Parent Conference Detention ISS/Short-term Suspension	Parent Conference Short-term Suspension Long-term Suspension

Revised ???.???

GRAND ISLAND PUBLIC SCHOOLS

8456 STUDENT USE OF PERSONAL ELECTRONIC COMMUNICATION DEVICES (ECDs)

Electronic Communication Devices (ECDs) when used in support of student learning are allowed in Grand Island Public Schools according to the procedures included in this document. While discouraged, students may bring personal technology, including computers, smart phones, network access devices, or other electronic communication devices to school provided that such technology is used for instructional purposes. Students shall abide by the instructions provided by teachers and other school staff in the use of such personal technologies. When allowed, access to the Internet or other district communication systems from personal technology is limited to wireless access points on the school campuses. Access to the Internet or to other district communication systems from personal technology is not available via hardwire connections. Video game systems, DVD players, and other devices, which serve no educational function, are prohibited.

Cameras and/or video recorders (other than those incorporated into ECDs) are not allowed in school buildings, on school-provided transportation, or at school-sponsored activities without the express authorization in advance by the building principal or designee. The use of any photographic or video equipment, including such equipment incorporated into ECDs, is prohibited without expressed administrative consent.

Personal ECDs are allowed on school property subject to the following:

1. Typically, unless otherwise defined below, student ECDs will be prohibited from connecting to the wireless network due to interference with our 1 to 1 device initiative. Students will be asked to disable Wi-Fi and to disable any hotspot functionality as it causes additional channel congestion on the wireless network.
2. Camera, video, and/or audio recorders will not be used while on school property, at school-sponsored activities, or while on school-provided transportation, without administrative consent.
3. Phones should be kept either turned off, or on silent following the rules specified by the classroom teacher.
4. Any ECD containing an integrated camera will be turned off (not simply on silent or vibrate mode) and kept stowed out of sight in locker/dressing rooms or on district provided transportation.
5. When allowed by administration, personal ECDs are only allowed to connect to the filtered, wireless network in the district. Students shall not attempt to circumvent technology protection measures, such as network internet access filtering.
6. Students in grades 6-12 may use personal ECDs at school following administrative guidelines. Buildings may ask students to turn off devices that are not contributing to the learning environment. Guidelines for acceptable use are available in the student handbook.
7. Students in grades Pre-K-5 are discouraged from bringing ECDs to school.
8. Use of ECDs will follow the same network access guidelines as included in the Acceptable Use Agreement. Examples of behavior which is not tolerated includes but is not limited to:
 - cheating;
 - bullying or harassment;
 - displaying, accessing, or downloading obscene or pornographic materials; or
 - disruption of the learning environment.
9. The consequences for using ECDs in violation of the aforementioned rules, state or federal law, or school board policy are as follows:

~~1st Offense: The ECD will be confiscated, turned in to the school office, and picked up by the student from the principal at the end of the school day, unless the device is needed longer for examination by school or district IT personnel.~~

~~2nd Offense: The ECD will be confiscated, turned in to the school office, and picked up by the parent or guardian following a meeting with the principal.~~

~~3rd Offense: The privilege to bring an ECD on to school property is revoked and the parent or guardian can pick up the ECD from the principal at the end of the semester. The principal will decide when the student's privilege to bring an ECD to school is restored.~~

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- 1st Office Referral: The ECD will be confiscated, turned into the school office, and picked up by the student from the principal by the end of the day, unless the device is needed longer for examination by school or district IT personnel. Document **MAJOR** incident in Synergy
- 2nd Office Referral: The ECD will be confiscated, turned into the school office, and picked up by the student at the end of the day along with parent contact. Document **MAJOR** incident in Synergy
- 3rd Office Referral: The ECD will be confiscated, turned into the school office, and picked up by a parent at the end of the day along with parent contact. Document **MAJOR** incident in Synergy
- 4th Office Referral: Insubordination - 1 Day OSS
- 5th Office Referral: Insubordination – Individual student/parent plan

10. In addition to the above consequences, school officials may conduct a search of the ECD if they have reasonable suspicion that the student was using the ECD to violate the law, school board policies, or school rules. Depending on the nature of the violation, school officials may make a referral to law enforcement officials, and/or commence disciplinary action against the student such as expulsion, suspension, or reassignment. The possession of obscene or pornographic or other illicit material on an ECD will result in a referral to law enforcement officials.

11. Grand Island Public Schools will not be responsible for the loss, theft or damage to personal ECDs. Students who bring such devices onto school property do so at their own risk of loss and with the understanding that unclaimed devices will be disposed of by the school at the end of the semester.

References: Children’s Internet Protection Act, 47 USC § 254
FCC Order adopted August 10, 2011
47 USC § 254(h)(1)(b); 47 CFR 54.500(b) and 68 FR 36932 (2003) (E-rate restrictions)
Neb. Rev. Stat. § 49-14,101.01 (Political Accountability and Disclosure Act)

Grand Island Public Schools policies:
1310–NONDISCRIMINATION
1311–BULLYING AND HARRASSMENT
5521–COPYRIGYT COMPLIANCE
7352 –ACCESS TO NETWORKED INFORMATION RESOURCES
8457-INTERNET SAFETY

Policy Adopted: 06.12.2012
Policy Reviewed: 12.14.2017
Policy Revised: 07.12.2018
Policy Revised: ???.???.??

8512 SEIZURE SAFE SCHOOLS

In any district school with at least one student identified as having a seizure disorder, if the student's parent/guardian and health care provider have worked with the school to develop a seizure action plan that school shall have at least one employee who has met the training requirements necessary to administer or assist with the self-administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms as approved by the United States Food and Drug Administration.

The training shall include instruction in administering seizure medications, recognizing the signs and symptoms of seizures, and responding to such signs and symptoms with the appropriate steps.

Prior to the administration of a seizure rescue medication or medication prescribed to treat seizure disorder symptoms by a school employee, a student's parent or guardian shall:

1. Provide the school with a written authorization to administer the medication at school;
2. Provide a written statement from the student's health care practitioner containing the following information:
 - a. The student's name;
 - b. The name and purpose of the medication;
 - c. The prescribed dosage;
 - d. The route of administration;
 - e. The frequency that the medication may be administered; and
 - f. The circumstances under which the medication may be administered.
3. Provide the medication to the school in its unopened, sealed package with the intact label affixed by the dispensing pharmacy; and
4. Collaborate with school employees to create a seizure action plan.

If specified in a student's seizure action plan, such student shall be permitted to possess the supplies, equipment, and medication necessary to treat a seizure disorder in accordance with such seizure action plan.

The authorization, statement, and seizure action plan required for each student shall be kept on file in the office of the school nurse or school administrator.

Each seizure action plan shall be distributed to any school personnel or volunteers responsible for the supervision or care of the student for whom such seizure action plan was created.

Any authorization provided by a parent or guardian shall be effective only for the school year in which it is provided and shall be renewed each following school year.

For all schools in the district regardless of whether any students are identified as having a seizure disorder, each certificated school employee shall participate in a minimum of one hour of self-study review of seizure disorder materials at least once in every two school years.

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Schools or school employees who act in compliance with the Seizure Safe Schools Act shall not be liable for damages related to the care of a student's seizure disorder unless such damages resulted from an act of willful or wanton misconduct by the school or school employee nor shall school employees be subject to any disciplinary proceeding related to an act taken in compliance with the Seizure Safe Schools Act unless such action constitutes willful or wanton misconduct.

Legal Reference: Neb. Statute 79-3201 to 3207

Policy Adopted: ???.???.??

GRAND ISLAND PUBLIC SCHOOLS

8740 GRADUATION REQUIREMENTS

Students in the Grand Island Public Schools must successfully complete the courses required by the Board of Education and the Nebraska Department of Education in order to graduate. It shall be the responsibility of the superintendent to ensure that students complete grades one through 12 and that high school students complete **240 credits (200 required by NDE)** prior to graduation.

High School credit will not be granted for courses taken at the middle school level, **unless the course content and requirements are equivalent to high school course (ex: geometry – Rule 10 p. 6)**. For a student with an Individualized Educational Plan (IEP), the IEP goals must be successfully completed to meet graduation requirements.

A student who has earned all required credits may graduate early. Students who graduate early may choose to have their diplomas awarded at the winter or spring commencement activities.

Graduation credits must be earned within the following curricular areas, which includes the satisfactory completion of these required courses or their equivalent:

Language Arts	40	
Mathematics	30	
Science	30	
Physics		(10 Credits)
Life Science		(10 Credits)
Chemistry		(10 Credits)
Social Studies	30	
American History		(10 Credits)
World History		(10 Credits)
Government		(5 Credits)
Economics		(5 Credits)
Physical/Health Education	10	
Financial Literacy	5	(5 credits 2023-2024)
Computer Science	5	(5 credits 2023-2024)
Electives	90	(100 credits – 90 credits 2023-2024)
Total Course Credits	240	(State of NE requires 200 – 80% must be core – Rule 10, page 5)

Note: Ten credits represent the equivalent of satisfactory completion (passing grade) of any approved high school course for which a student has been enrolled daily for two semesters. Five credits represent the equivalent of satisfactory completion (passing grade) of any approved high school course for which a student has been enrolled daily one semester.

Policy Adopted - November 3, 1980

Policy Amended - January 9, 1984

Policy Revised: 07/07/97

Policy Revised: 2-10-05

Policy Revised: 12.13.2018

Policy Revised: ???.???.??

**CONTRACT
BETWEEN
NEBRASKA CHILDREN AND FAMILIES FOUNDATION
AND
GRAND ISLAND PUBLIC SCHOOLS**

This Contract is entered into by and between the Nebraska Children and Families Foundation (hereinafter “Nebraska Children”) and Grand Island Public Schools (hereinafter “Contractor”).

PURPOSE: The purpose of this Contract is as follows: Allocate federal funds for activities related to quality care of infants and toddlers for grants to programs described in Neb. Rev. Stat. §79-1104.02 who enter into agreements with child care providers.

I. TERM AND TERMINATION

A. TERM.

This Contract is in effect from **July 1, 2022** through **June 30, 2023**.

B. TERMINATION.

This Contract may be terminated at any time upon mutual written consent or by either Party for any reason upon submission of written notice to the other Party at least thirty (30) days prior to the effective date of termination. Nebraska Children may also terminate this Contract in accord with the provisions designated “BANKRUPTCY PROCEEDING OR TRUSTEESHIP,” “FUNDING AVAILABILITY,” and “BREACH OF CONTRACT.” In the event either Party terminates this Contract, the Contractor shall provide to Nebraska Children all work in progress, work completed, and materials provided to it by Nebraska Children in connection with this Contract immediately and the final invoice must be submitted by the Contractor within 30 days of the termination date.

II. CONSIDERATION

A. TOTAL PAYMENT.

Nebraska Children shall pay the Contractor a total amount, not to exceed **\$252,500.00** (two hundred fifty-two thousand five hundred dollars) for the activities specified herein Section III. Scope of Services and according to the approved budget and budget justification as referenced in **Attachment A** and incorporated herein.

B. PAYMENT STRUCTURE.

Payment shall be structured as follows:

1. As consistent with all applicable federal statutes, regulations, and

policies, Nebraska Children shall make payment to the Contractor for its actual, allowable, reasonable, and allocable costs. Refer to **Attachment B** for further guidance.

2. Contractor shall submit invoices to Nebraska Children on a monthly basis from the start date of this Contract and upon receipt and approval by Nebraska Children, shall be paid within thirty (30) days from date of approval.
3. **Final invoices must be submitted no later than September 30, 2023** Nebraska Children will only make payment to the Contractor for approved activities that are between **July 1, 2022** and **June 30, 2023**. All costs must be obligated and incurred by June 30, 2023.
4. Contractor shall be liable for audit exceptions, that upon appeal are sustained by Nebraska DHHS, and shall return to Nebraska Children all payments made under this Contract for which an exception has been taken or that has been disallowed because of such an exception, upon demand from Nebraska Children.

C. BUDGET CHANGES.

Amendments to an approved budget are required when:

1. The scope of the program is expected to change, either to remove or add a major component of the approved model; or
2. The Contractor requests a revision to the budget that is at or above 10% of the overall total approved budget.

When an amendment to an approved budget is required, the Contractor must submit a budget modification request form to Nebraska Children for approval. Refer to **Attachment C** for a copy of the budget modification request form.

D. PAYMENT REQUESTS.

1. All invoices submitted by the Contractor, whether for reimbursement or otherwise, shall contain sufficient detail to support payment. Additional guidance on expenditure reporting is found in **Attachment D** and incorporated herein.
 - a. All receipts require a payment confirmation that shows the date of purchase, the vendor it was purchased from, vendor contact information (if it is not already listed on the receipt), the amount of the full purchase, as well as an itemized list of what was purchased.
 - b. Receipts cannot have changes made to them after the purchase is complete. If there is a change or revision to a receipt, a new receipt will need to be provided to the Contractor by the vendor.

- c. Requests for reimbursement must match the receipts to the penny (do not round up or down) or they will not be reimbursed.
2. Contractor is required to provide source documentation or other verification of all claimed costs provided with its request for payment.
3. All activities and costs must be consistent with federal and state statutes and regulations.
4. Invoices shall be submitted via WebGrants at www.nebraska.dullestech.net.
 - a. The Contractor shall submit monthly invoicing that includes the submission of the monthly budget expenditure report along with an invoice for actual, reasonable, and necessary expenditures in accordance with the Contract and approved budget.

III. SCOPE OF SERVICES

- A. The Contractor shall provide the following deliverables:
 1. Provide Sixpence Child Care Partnership Contract activities as approved by the Sixpence Early Childhood Endowment Fund Board of Trustees, meeting the Sixpence Quality Criteria as found in **Attachment E** and the Supplemental Guide for Sixpence Child Care Partnerships Participating in Step Up to Quality as found in **Attachment F**;
 2. Submit Continuous Quality Improvement Guide in tandem with Contractor's Sixpence Administrative Educational Specialist's visit;
 3. Submit End of the Year Report/Continuation Request and Continuation Budget;
 4. Identify sources of other funding leveraged to support half (½) of the costs of the operating budget of this project. This is identified in **Attachment A** and will need to be reported on annually and submitted with Contractor's final reimbursement request that is due on or before September 30, 2023;
 5. Submit Renewed Partnership Agreements and Contractual Agreements annually;
 6. Submit monthly progress reports (Monthly Coaching Reports) that include measurable indicators of progress in accordance with Nebraska Children guidance and through the established protocol of the Early Childhood Endowment Fund Board of Trustees;
 7. Submit monthly requests for reimbursement as described in Section II. D.;
 8. Monitor and ensure activities/services are in accordance with Nebraska Children guidance and all other applicable law, specifically

- that all expenses are limited to those that are reasonable and applicable to improving the quality of care of infants and toddlers;
9. The Contractor is responsible for ensuring the adherence of all Contract requirements. This includes verifying that all child care partners are enrolled in Step Up to Quality, in good standing with licensing, and that a detailed partnership agreement is signed by both the contractor/sub-contractor and child care partners prior to federal funded activities being provided. This includes, but is not limited to, baseline ERS observations performed by UNMC and coaching. Detailed letter of agreements (**Attachment G**) should cover roles and responsibilities of all parties as well as federal funds-use guidelines, to include procedure for tracking and use of federally-funded purchases, expectations of participation, and if the partnership terminates prior to the established term. These guidelines should be established and agreed upon by Contractors, sub-contractors (if applicable) and child care partners. Contractors are responsible for reporting any known Contract non-compliance issues and changes to partners' licensing status to the Sixpence CCP TA Specialist, Deb Reiman at dreiman@nebraskachildren.org or 402-274-8846. Continued funding is contingent upon meeting all *Quality Criteria*. If Contractor is having difficulty maintaining any of the quality indicators, the Sixpence CCP TA Specialist may be of assistance.
 10. Contractor agrees to attend and participate in program visits with the Sixpence TA Specialist. Additional program visits may be requested or required based upon staff turnover or need. The Contractor's district representative must participate in the visit, even if a sub-contractor is providing the services;
 11. The Contractor and its partners are required to participate in the evaluation protocol and agree to release the data to the Sixpence Board of Trustees, Sixpence Administrator, and the Sixpence CCP TA Specialist. The Sixpence Evaluation Guidebook, which describes the evaluation protocol, is available at www.singasongofsixpence.org;
 12. The Contractor is required to, and so shall assign an NDE Individual Student Identifier from the Nebraska UniqID System to each child served through the Sixpence CCP program, regardless of the child's anticipated home school enrollment. In Early Childhood Programs, children being served by the Sixpence CCP program should be identified using Participation Info Code EC0008 or 08. The district will need to assign just one building code for all Child Care Partners into NDE's Consolidated Data Collections (CDC) for student data collection purposes. Program Coordinators for the Child Care Partnership program should be coded using the Special Program Indicators of P (Early Childhood) and the Position Assignment Code of -1160. For specific staffing reporting guidance visit

www.education.ne.gov/dataservices/staff. For specific reporting guidance see Data Guidance “Who Reports What” document available at: <https://www.education.ne.gov/dataservices/adviser-resources/#1533221816265-b51e789f-abfc>. Additionally, the Contractor may contact Tammi Hicken from NDE Office of Early Childhood to answer specific questions about this process, tammi.hicken@nebraska.gov or 402-471-3184; and

13. Maintain continuous communication via email, phone calls, and/or in person meetings with Sixpence and other staff who may be supporting this project through Nebraska Children.

B. Nebraska Children shall do the following:

1. Review all reports received from Contractor. This includes Spring Continuous Quality Improvement (CQI): Contractor’s Sixpence TA Specialist will review the documentation that the Contractor collects throughout the year, as evidence of meeting the *Sixpence Quality Criteria*. Contractors and partners will participate in creating the CQI guide.
2. Be responsible for administrative guidance, policy, and monitoring of services performed by the Contractor under this Contract.
3. Provide on-going technical assistance to Contractor and/or approved Subcontractor in meeting Contract requirements and complete an annual Continuous Quality Improvement monitoring.
4. Maintain continuous communication with the Contractor and/or sub-contracted partners through emails, phone calls, and in person meetings.

C. REPORTING REQUIREMENTS:

All reporting templates are available on: www.singasongofsixpence.org. These reports MUST come from the Contractor, even if a partner has prepared the data.

1. The Contractor shall submit monthly coaching reports that include measurable indicators of progress in accordance with Nebraska Children guidance and through the established protocol of the Early Childhood Endowment Fund Board of Trustees according to the table below. Refer to **Attachment H** for the monthly coaching reporting template.
2. The Contractor shall submit monthly invoicing that is broken out monthly that includes the submission of a budget expenditure report along with an invoice for actual, allowable, and reasonable expenditures in accordance with the Contract and approved budget according to the schedule below. Refer to **Attachment D**, incorporated herein, for more detailed guidance on required documentation that must be submitted with each request for

reimbursement.

Report Name	Due on or Before	Covering the Period of
Monthly Coaching Report	August 1, 2022	July 1, 2022 – July 31, 2022
Monthly Request for Reimbursement	August 31, 2022	July 1, 2022 – July 31, 2022
Monthly Coaching Report	September 1, 2022	August 1, 2022 – August 31, 2022
Monthly Request for Reimbursement	September 30, 2022	August 1, 2022 – August 31, 2022
Monthly Coaching Report	October 1, 2022	September 1, 2022 – September 31, 2022
Monthly Request for Reimbursement	October 31, 2022	September 1, 2022 – September 31, 2022
Monthly Coaching Report	November 1, 2022	October 1, 2022 – October 31, 2022
Monthly Request for Reimbursement	November 30, 2022	October 1, 2022 – October 31, 2022
Monthly Coaching Report	December 1, 2022	November 1, 2022 – November 30, 2022
Monthly Request for Reimbursement	December 31, 2022	November 1, 2022 – November 30, 2022
Monthly Coaching Report	January 1, 2023	December 1, 2022 – December 31, 2022
Monthly Request for Reimbursement	January 31, 2023	December 1, 2022 – December 31, 2022
Monthly Coaching Report	February 1, 2023	January 1, 2023 – January 31, 2023
Monthly Request for Reimbursement	February 28, 2023	January 1, 2023 – January 31, 2023
Monthly Coaching Report	March 1, 2023	February 1, 2023 – February 28, 2023
Monthly Request for Reimbursement	March 31, 2023	February 1, 2023 – February 28, 2023
Monthly Coaching Report	April 1, 2023	March 1, 2023 – March 31, 2023
Monthly Request for Reimbursement	April 30, 2023	March 1, 2023 – March 31, 2023
Monthly Coaching Report	May 1, 2023	April 1, 2023 – April 30, 2023
Monthly Request for Reimbursement	May 31, 2023	April 1, 2023 – April 30, 2023
Monthly Coaching Report	June 1, 2023	May 1, 2023 – May 31, 2023
Monthly Request for Reimbursement	June 30, 2023	May 1, 2023 – May 31, 2023
Monthly Coaching Report	July 1, 2023	June 1, 2023 – June 30, 2023
Monthly Request for Reimbursement	July 31, 2023	June 1, 2023 – June 30, 2023
Continuous Quality Improvement Guide	TBD	Will be completed in tandem with Contractor’s Sixpence TA Specialist’s visit
Status Report and Application for Continuation	May 2023 – specific date TBD	Will be uploaded onto Contractor’s private portal on the Sixpence website. Districts will need to collect the data from their partners if applicable
Partnership Agreements with		These are updated annually and should

ancillary partners and Letters of Agreement with Child Care Provider Partners		be uploaded onto Contractor’s private portal on the Sixpence website.
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IV. GENERAL PROVISIONS

A. ACCESS TO RECORDS AND AUDIT RESPONSIBILITIES.

1. All Contractor books, records, and documents regardless of physical form, including data maintained in computer files or on magnetic, optical, or other media, relating to work performed or monies received under this Contract shall be subject to audit at any reasonable time upon the provision of reasonable notice by Nebraska Children. Contractor shall maintain all records for five (5) years from the date of final payment, except that records that fall under the provisions of the Health Insurance Portability and Accountability Act (HIPAA) shall be maintained for six (6) full years from the date of final payment. In addition to the foregoing retention periods, all records shall be maintained until all issues related to an audit, litigation or other action are resolved to the satisfaction of Nebraska Children. All records shall be maintained in accordance with generally accepted business practices and accounting principles.

2. The Contractor shall follow all federal audit requirements. Audits must be prepared and issued by an independent certified public accountant licensed to practice. A copy of the Contractor’s audit is to be made electronically available or sent to:

***Nebraska Children and Families Foundation
 215 Centennial Mall South, Suite 200
 Lincoln, NE 68508***

Contractor shall provide Nebraska Children any and all written communications received by Contractor from an auditor related to Contractor’s internal control over financial reporting requirements and communication with those charged with governance including those in compliance with or related to Statement of Auditing Standards (SAS) 122. The Contractor agrees to provide Nebraska Children with a copy of all such written communications immediately upon receipt or instruct any auditor it employs to deliver copies of such written communications to Nebraska Children at the same time copies are delivered to Contractor, in which case Contractor agrees to verify that Nebraska Children has received a copy.

In addition to, and in no way in limitation of any obligation in this Contract, the Contractor shall be liable for audit exceptions, and shall return to Nebraska Children all payments made under this Contract for which an exception has been taken or which has been disallowed because of such an exception, upon demand from Nebraska Children.

B. ACKNOWLEDGEMENT OF FUNDING.

For all publications that result from work under this Contract, the Contractor shall acknowledge the project was supported through the following sources of funds: Contractor shall use: "Funding received through Child Care and Development Fund, USDHHS, NDHHS, Nebraska Children and Families Foundation, and Sixpence."

C. AMENDMENT.

This Contract may be modified only by written amendment executed by both Parties. No alteration or variation of the terms and conditions of this Contract shall be valid unless made in writing and signed by the Parties.

D. ANTI-DISCRIMINATION.

The Contractor shall comply with all applicable local, state and federal statutes and regulations regarding civil rights and equal opportunity employment, including **but not limited to**: Title VI of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000d et seq.; the Rehabilitation Act of 1973, 29 U.S.C. §§ 794 et seq.; the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq.; the Age Discrimination in Employment Act, 29 U.S.C. § 621 and the Nebraska Fair Employment Practice Act, Neb. Rev. Stat. §§ 48-1101 to 48-1125. Violation of said statutes and regulations will constitute a material breach of this Contract. The Contractor shall insert a similar provision into all subcontracts.

E. STATEMENT ON DIVERSITY AND INCLUSION.

Nebraska Children respects, values, and celebrates the unique attributes, characteristics and perspectives that make each person who they are. Nebraska Children also believes that bringing diverse individuals together allows us to collectively and more effectively address the issues that face our communities. It is our aim, therefore, that our partners, strategies, and investments reflect these core values.

Nebraska Children believes that population diversity is a fundamental strength of our state. Nebraska Children believes that the board and staff composition of our contractual partners should reflect the full range of population characteristics within communities served, and that leadership at the board and senior staff levels include diverse perspectives in decision-making impacting life outcomes for individuals and families affected by those

decisions. Therefore, we encourage our grantees and subcontractors to make leadership diversity an important goal of their organization. Specifically, we encourage all recipients of Nebraska Children funds to create and practice an organizational Diversity Statement or similar policy adopted by their boards. In addition, we may ask that funding applicants or prospective subcontractors of Nebraska Children funding provide demographic data on board and staff as well as clients/beneficiaries of a project.

F. ASSIGNMENT.

Unless previously approved, the Contractor shall not assign or transfer any interest, rights, or duties under this Contract to any person, firm, or corporation without prior written consent of Nebraska Children. In the absence of such written consent, any assignment or attempt to assign shall constitute a breach of this Contract.

G. ASSURANCE.

If Nebraska Children, in good faith, has reason to believe that Contractor does not intend to, is unable to, has refused to, or discontinues performing material obligations under this Contract, Nebraska Children may demand in writing that Contractor give a written assurance of intent to perform. Failure by Contractor to provide written assurance within the number of days specified in the demand may, at Nebraska Children's discretion, be the basis for terminating this Contract.

H. BANKRUPTCY PROCEEDING OR TRUSTEESHIP.

Nebraska Children may immediately terminate this Contract if:

1. A voluntary proceeding has been commenced by any party against the Contractor under 11 USC Chapter 9 and (i) the proceeding has been pending for at least sixty (60) calendar days; or (ii) the Contractor has consented, either expressly or by operation of law, to the entry of an order for relief; or (iii) the Contractor has been decreed or adjudged a debtor; or
2. A trustee or receiver of the Contractor or of any substantial part of the Contractor's assets has been appointed by a court.

I. BREACH OF CONTRACT.

Nebraska Children may terminate the Contract, in whole or in part, if the Contractor fails to perform its obligations under the Contract in a timely and proper manner. Nebraska Children may, by providing a written notice of default to the Contractor, allow the Contractor to cure a failure or breach of contract within a period of thirty (30) days or longer at Nebraska Children's discretion considering the gravity and nature of the default. Said notice shall be delivered by Certified Mail, Return Receipt Requested or in person with

proof of delivery. Allowing the Contractor time to cure a failure or breach of contract does not waive Nebraska Children's right to immediately terminate the Contract for the same or different contract breach which may occur at a different time. Nebraska Children may, at its discretion, contract for any services required to complete this Contract and hold the Contractor liable for any excess cost caused by Contractor's default. This provision shall not preclude the pursuit of other remedies for breach of contract as allowed by law.

J. COMPLIANCE WITH LAW.

The Contractor shall comply with all applicable law, including but not limited to all applicable federal, state, county and municipal laws, ordinances, rules, and regulations in the performance of this Contract.

K. CONFIDENTIALITY.

Any and all confidential or proprietary information gathered in the performance of this Contract, either independently or through Nebraska Children, shall be held in the strictest confidence and shall be released to no one other than Nebraska Children without the prior written authorization of Nebraska Children, provided that contrary Contract provisions set forth herein shall be deemed to be authorized exceptions to this general confidentiality provision. This provision shall survive the termination of this Contract.

L. CONFLICTS OF INTEREST.

In the performance of this Contract, Contractor shall avoid all conflicts of interest and all appearances of conflicts of interest. Contractor shall not acquire an interest either directly or indirectly which will conflict in any manner or degree with performance and shall immediately notify Nebraska Children in writing of any such instances encountered.

M. DATA OWNERSHIP AND INTELLECTUAL PROPERTY.

To maintain compliance with Nebraska Children's agreement with state and federal funding organizations, the following provisions apply to the Contractor:

1. *Data.* Except as may be otherwise provided in the Federal Notice of Award, Nebraska Children and DHHS, as a funder, shall own all rights in data resulting from the Subaward. The Federal Funding Agency reserves the right to obtain, reproduce, publish, or otherwise use the data produced under the Subaward, and to authorize others to receive, reproduce, publish, or otherwise use such data for federal purposes.
2. *Copyright.* As consistent with federal law, Contractor may copyright any of the copyrightable material and may patent any of the

patentable products produced in conjunction with the Scope of Services under this Contract without written consent from Nebraska Children. Nebraska Children, DHHS and any Federal Funding Agency hereby reserve a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use, and to authorize others to use, the copyrightable material for federal or state government purposes.

3. *Patent.* All patent rights under the Subaward shall be as set forth in the clause contained in 37 C.F.R. § 401.14, and consistent with all other applicable federal law. 11.4. This section shall survive termination or expiration of this Contract. *Source:* Various statutes depending on information; 2 CFR § 200.315 or 45 CFR § 75.322; HHS Grants Policy Statement; 37 CFR §§ 401 et seq.; Federal Notices of Award (as applicable).

N. RIGHTS TO INVENTIONS.

Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

O. DEBARMENT, SUSPENSION OR DECLARED INELIGIBLE.

The Contractor certifies that neither it nor its principals are debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any state or federal department or agency.

P. DOCUMENTS INCORPORATED BY REFERENCE.

All references in this Contract to laws, rules, regulations, guidelines, directives, and attachments which set forth standards and procedures to be followed by Contractor in discharging its obligations under this Contract shall be deemed incorporated by reference and made a part of this Contract with the same force and effect as if set forth in full text, herein.

Q. DRUG-FREE WORKPLACE.

Contractor certifies that it maintains a drug-free workplace environment to ensure worker safety and workplace integrity. Contractor shall provide a copy of its drug-free workplace policy at any time upon request by Nebraska Children.

R. FORCE MAJEURE.

Neither party shall be liable for any costs or damages resulting from its inability to perform any of its obligations under this Contract due to a fire, casualty, lockout, strike, labor conditions, pandemic, unavoidable accident, riot, war, act of terrorism, act of God, natural disaster, or by the enactment, issuance, operation of any municipal, county, State or Federal law, ordinance or executive, administrative or judicial regulations, order or decree, local emergency or other similar event outside the control and not the fault of the affected party ("Force Majeure Event"). A Force Majeure Event shall not constitute a breach of this Contract. The party so affected shall immediately give notice to the other party of the Force Majeure Event. Upon such notice, all obligations of the affected party under this Contract which are reasonably related to the Force Majeure Event shall be suspended, and the affected party shall do everything reasonably necessary to resume performance as soon as possible. Labor disputes with the impacted party's own employees will not be considered a Force Majeure Event and will not suspend performance requirements under this Contract.

S. FRAUD OR MALFEASANCE.

Nebraska Children may immediately terminate this Contract for fraud, misappropriation, embezzlement, malfeasance, misfeasance, or illegal conduct pertaining to performance under the Contract by Contractor, its employees, officers, directors, volunteers, shareholders, or subcontractors.

T. FUNDING AVAILABILITY.

Nebraska Children may terminate the Contract, in whole or in part, in the event funding is no longer available. Should funds not be appropriated, Nebraska Children may terminate the Contract with respect to those payments for the fiscal years for which such funds are not appropriated. Nebraska Children shall give Contractor written notice thirty (30) days prior to the effective date of any termination. The Contractor shall be entitled to receive just and equitable compensation for any authorized work which has been satisfactorily completed as of the termination date. In no event, shall Contractor be paid for a loss of anticipated profit.

U. COMPLETION OF CONTRACT.

1. The Contractor shall not incur new obligations after the termination or completion of the Contract, and shall cancel as many outstanding obligations as possible. Nebraska Children shall give full credit to Contractor for the federal share of non-cancelable obligations properly incurred by Contractor prior to termination, and costs incurred on, or prior to, the termination or completion date.

- a. **Funds must be obligated and incurred by June 30, 2023 and reimbursement submitted no later than September 30, 2023**

or example, the Contractor and any Subcontractors may order goods, but not services, on or before June 30, 2023 so long as they will be obligated and incurred by June 30, 2023. Services must be performed by June 30, 2023 to be considered for reimbursement. No services performed after June 30, 2023 will be eligible for reimbursement by the 2022-23 Contract. The Contractor may obligate personnel costs if employee is under a contract that extends beyond June 30, 2023. Any work ***performed*** after June 30, 2023 is considered outside of the Contract term. Any personnel costs paid in July for work ***performed*** on or before June 30, 2023 would be considered an obligation of the current Contract period.

2. Contractor shall submit all financial, performance, and related reports required by Contractor Reporting Requirements no later than July 20, 2023. Nebraska Children reserves the right to extend the due date for any report and may waive, in writing, any report it considers to be unnecessary.
3. Nebraska Children shall make any necessary adjustments upward or downward in the federal share of costs.
4. The Contractor shall assist and cooperate in the orderly transition and transfer of Contract activities and operations with the objective of preventing disruption of services.
5. Completion of this Contract shall not affect the retention period for, or state or federal rights of access to, Contractor records, or Contractor's responsibilities regarding property or with respect to any program income for which Contractor is still accountable under this Contract.

V. GOVERNING LAW.

The Contract shall be governed in all respects by the laws and statutes of the United States and the State of Nebraska. Any legal proceedings against Nebraska Children or the State of Nebraska regarding this Contract shall be brought in Nebraska administrative or judicial forums as defined by Nebraska State law.

W. HOLD HARMLESS.

1. The Contractor shall defend, indemnify, hold, and save harmless Nebraska Children and its employees, volunteers, agents, and its elected and appointed officials ("the indemnified parties") from and against any and all claims, liens, demands, damages, liability, actions, causes of action, losses, judgments, costs, and expenses of every nature, including investigation costs and expenses, settlement costs, and attorney fees and expenses ("the claims"), sustained or asserted against Nebraska Children, arising out of, resulting from, or

attributable to the willful misconduct, negligence, error, or omission of Contractor, its employees, subcontractors, consultants, representatives, and agents, except to the extent such Contractor's liability is attenuated by any action of Nebraska Children that directly and proximately contributed to the claims.

2. The Contractor shall, at its sole cost and expense, defend, indemnify, and hold harmless the indemnified parties from and against any and all claims, to the extent such claims arise out of, result from, or are attributable to, the actual or alleged infringement or misappropriation of any patent, copyright, trade secret, trademark, or confidential information of any third party by the Contractor or its employees, subcontractors, consultants, representatives, and agents; provided, however, Nebraska Children gives the Contractor prompt notice in writing of the claim. The Contractor may not settle any infringement claim that will affect the Nebraska Children's use of the intellectual property used in the performance of this Contract without the Nebraska Children's prior written consent, which consent may be withheld for any reason. If a judgment or settlement is obtained or reasonably anticipated against Nebraska Children's use of any intellectual property for which the Contractor has indemnified Nebraska Children, the Contractor shall, at the Contractor's sole cost and expense, promptly modify the item or items which were determined to be infringing, acquire a license or licenses on Nebraska Children's behalf to provide the necessary rights to Nebraska Children to eliminate the infringement, or provide Nebraska Children with a non-infringing substitute that provides Nebraska Children the same functionality. At Nebraska Children's election, the actual or anticipated judgment may be treated as a breach of warranty by the Contractor, and Nebraska Children may receive the remedies provided under this Contract.

3. Nebraska Children's liability is limited to the extent provided by the Nebraska Tort Claims Act, the Nebraska Contract Claims Act, the Nebraska Miscellaneous Claims Act, and any other applicable provisions of law. Nebraska Children does not assume liability for the action of its Contractors.

X. INDEPENDENT CONTRACTOR.

The Contractor is an Independent Contractor and neither it nor any of its employees shall, for any purpose, be deemed employees of Nebraska Children. The Contractor shall employ and direct such personnel, as it requires, to perform its obligations under this Contract, exercise full authority over its personnel, and comply with all workers' compensation, employer's liability and other federal, state, county, and municipal laws,

ordinances, rules, and regulations required of an employer providing services as contemplated by this Contract.

Y. CONTRACT WORK HOURS AND SAFETY STANDARDS.

Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

Z. INTEGRATION.

This written Contract represents the entire agreement between the Parties, and any prior or contemporaneous representations, promises, or statements by the Parties, that are not incorporated herein, shall not serve to vary, or contradict the terms set forth in this Contract.

AA. LOBBYING.

Contractor certifies that no Federal or State appropriated funds shall be paid, by or on behalf of Contractor, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of U.S. Congress or State Legislature, an officer or employee of U.S. Congress or State Legislature, or an employee of a Member of U.S Congress or State Legislature in connection with this Contract for: (a) the awarding of any Federal or State agreement; (b) the making of any Federal or State grant; (c) the entering into of any cooperative agreement; and (d) the extension, continuation, renewal, amendment, or modification of any Federal or State agreement, grant, loan, or cooperative agreement.

BB. INSURANCE.

1. *General Requirement.* The Contractor shall not commence work under this Contract until all the insurance required herein has been obtained. The Contractor shall maintain all required insurance for the life of this Contract and shall ensure that Nebraska Children has the

most current certificate of insurance throughout the life of this Contract.

- a. If by the terms of any insurance a mandatory deductible is required, or if the Contractor elects to increase the mandatory deductible amount, the Contractor shall be responsible for payment of the amount of the deductible in the event of a paid claim.
 - b. Insurance coverages shall function independent of all other clauses in the Contract, and in no instance shall the limits of recovery from the insurance be reduced below the limits required by this paragraph.
2. *Workers' Compensation Required.* The Contractor shall take out and maintain during the life of this Contract the statutory Workers' Compensation and Employer's Liability Insurance for all of the contractors' employees to be engaged in work on the project under this Contract and, in case any such work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation and Employer's Liability Insurance for all of the subcontractor's employees to be engaged in such work. This policy shall be written to meet the statutory requirements for the state in which the work is to be performed, including Occupational Disease. This policy shall include a waiver of subrogation in favor of Nebraska Children. The amounts of such insurance shall not be less than the following limits:

WORKERS' COMPENSATION	
Employers Liability Limits	\$500K/\$500K/\$500K
Statutory Limits – All States	Statutory – State of Nebraska
Voluntary Compensation	Statutory
SUBROGATION WAIVER	
"Workers' Compensation policy shall include a waiver of subrogation in favor of Nebraska Children."	

- 3. Any additional required coverages set forth in this Contract shall be subject to the same requirements of paragraph 1, subject to additional requirements contained therein.

A copy of the Contractor's certificate of insurance is to be made electronically available or sent to:

Nebraska Children and Families Foundation
215 Centennial Mall South, Suite 200
Lincoln, NE 68508

CC. NEBRASKA NONRESIDENT INCOME TAX WITHHOLDING.

Contractor acknowledges that Nebraska law requires Nebraska Children to withhold Nebraska income tax if payments for personal services are made in excess of six hundred dollars (\$600) to any Contractor who is not domiciled in Nebraska or has not maintained a permanent place of business or residence in Nebraska for a period of at least six months. This provision applies to: individuals; to a corporation, if 80% or more of the voting stock of the corporation is held by the shareholders who are performing personal services, and to a partnership or limited liability company, if 80% or more of the capital interest or profits interest of the partnership or limited liability company is held by the partners or members who are performing personal services.

The Parties agree, when applicable, to properly complete the Nebraska Department of Revenue Nebraska Withholding Certificate for Nonresident Individuals Form W-4NA or its successor. The form is available at: http://www.revenue.ne.gov/tax/current/fill-in/f_w-4na.pdf.

DD. CLEAN AIR ACT.

Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251- 1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

EE. NEBRASKA TECHNOLOGY ACCESS STANDARDS.

The Contractor shall review the Nebraska Technology Access Standards, found at <http://www.nitc.nebraska.gov/standards/2-201.html> and ensure that products and/or services provided under the Contract comply with the applicable standards. In the event such standards change during Contractor's performance, Nebraska Children may create an amendment to the Contract to request that Contractor comply with the changed standard at a cost mutually acceptable to the Parties.

FF. NEW EMPLOYEE WORK ELIGIBILITY STATUS.

The Contractor shall use a federal immigration verification system to determine the work eligibility status of new employees physically performing services within the State of Nebraska. A federal immigration verification system means the electronic verification of the work authorization program authorized by the Illegal Immigration Reform and Immigrant Responsibility Act of 1996, 8 U.S.C. § 1324a, known as 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.

If Contractor is an individual or sole proprietorship, the following applies:

1. The Contractor must complete the United States Citizenship Attestation Form, available on the Department of Administrative Services website at www.das.state.ne.us.
2. If Contractor indicates on such attestation form that he or she is a qualified alien, Contractor agrees to provide the U.S. Citizenship and Immigration Services documentation required to verify Contractor's lawful presence in the United States using the Systematic Alien Verification for Entitlements (SAVE) Program.
3. The Contractor understands and agrees that lawful presence in the United States is required, and Contractor may be disqualified or the Contract terminated if such lawful presence cannot be verified as required by Neb. Rev. Stat. § 4-108.

GG. PROGRAMMATIC CHANGES.

The Contractor shall request in writing to Nebraska Children for approval of programmatic changes. Nebraska Children will work with the Board of Trustees to obtain approval and will notify the Contractor of such approval or disapproval.

HH. RESEARCH.

The Contractor shall not engage in research utilizing the information obtained through the performance of this Contract without the express written consent of Nebraska Children. The term "research" shall mean the investigation, analysis, or review of information, other than aggregate statistical information, which is used for purposes unconnected with this Contract.

II. SEVERABILITY.

If any term or condition of this Contract is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if this Contract did not contain the particular provision held to be invalid.

JJ. SMOKE FREE.

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility

owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such federal funds. The law does not apply to children's services provided in private residences; portions of facilities used for inpatient drug or alcohol treatment; service providers whose sole source of applicable Federal funds in Medicare or Medicaid; or facilities where WIC coupons are redeemed. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1000 for each violation and/or the imposition of an administrative compliance order on the responsible entity. By signing, Contractor certifies that Contractor will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act.

KK. SUBCONTRACTORS.

Unless previously approved, the Contractor may not subcontract any portion of this Contract without prior written consent of Nebraska Children. The Contractor shall ensure that all subcontractors comply with all requirements of this Contract and applicable federal, state, county and municipal laws, ordinances, rules, and regulations.

LL. SURVIVAL.

All provisions hereof that by their nature are to be performed or complied with following the expiration or termination of this Contract, including but not limited to those clauses that specifically state survival, survive the expiration or termination of this Contract.

MM. TIME IS OF THE ESSENCE.

Time is of the essence in this Contract. The acceptance of late performance with or without objection or reservation by Nebraska Children shall not waive any rights of Nebraska Children nor constitute a waiver of the requirement of timely performance of any obligations on the part of Contractor remaining to be performed.

NN. WHISTLEBLOWER PROTECTIONS.

The Contractor shall comply with the provisions of 41 U.S.C. § 4712, which states an employee of a contractor, subcontractor, grantee, or Contractor may not be discharged, demoted or otherwise discriminated against as a reprisal for "whistleblowing." In addition, whistleblower protections cannot be waived by any agreement, policy, form, or condition of employment.

1. The Contractor’s employees are encouraged to report fraud, waste, and abuse. The Contractor shall inform their employees in writing they are subject to federal whistleblower rights and remedies. This notification must be in the predominant native language of the workforce.
2. The Contractor shall include this requirement in any agreement made with a subcontractor or Contractor.

OO. NOTICES.

Notices shall be in writing and shall be effective upon mailing. Unless otherwise set forth herein, all Contractor reporting under the Contract shall be sent to the Nebraska Children Contract Manager as identified below. Written notices regarding termination of this Contract or breach of this Contract shall also be sent to the Nebraska Children Contract Manager identified, and to the following addresses:

NEBRASKA CHILDREN CONTRACT MANAGER:

Stephanni Renn
Vice President Early Childhood Programs
Sixpence Administrator
Nebraska Children and Families Foundation
215 Centennial Mall South, Suite 200
Lincoln, NE 68508
(402) 239-5920
srenn@nebraskachildren.org


FOR CONTRACTOR:

Tawana Grover
Superintendent
Grand Island Public Schools
123 South Webb Road
Grand Island, NE 68802
(402) 462-4187
tgrover@gips.org

Nebraska Children may change the Nebraska Children Contract Manager to be notified under this section via letter to Contractor sent by U.S. Mail, postage prepaid, or via email.


IN WITNESS THEREOF, the Parties have duly executed this Contract hereto, and acknowledge that the individual signing below has authority to legally bind the Party to this Contract.

FOR NEBRASKA CHILDREN:



Mary Jo Pankoke
President and CEO

FOR CONTRACTOR:



Tawana Grover
Superintendent

DATE: Jul 21, 2022

DATE: Aug 12, 2022

Attachment A

**Nebraska Children and Families Foundation
CCP CONTRACT BUDGET FORM
OPERATIONAL & CONTRACTUAL BUDGETS**

Organization:	Grand Island School District			
Project Title:	Grand Island/Head Start C&FDP, Inc. Sixpence CCP			
Total Project Budget:	\$ 252,500.00	Budget Period:	7/1/2022	through 6/30/2023
			<i>Date</i>	<i>Date</i>

BUDGET ITEM	TOTAL PROGRAM BUDGET	OPERATIONAL BUDGET	CONTRACTUAL BUDGET	
Personnel (100s):				
TOTAL	\$ 95,175.00	\$ -	\$ 95,175.00	
Employee Benefit (200s):				
TOTAL	\$ 29,779.00	\$ -	\$ 29,779.00	
Professional Services (300s):				
TOTAL	\$ 24,917.00	\$ -	\$ 24,917.00	
Other Property Services (400s):				
TOTAL	\$ 3,048.00	\$ -	\$ 3,048.00	
Other Purchased Services & Travel (500s):				
TOTAL	\$ 11,203.00	\$ -	\$ 11,203.00	
Supplies (600s):				
TOTAL	\$ 78,874.00	\$ -	\$ 78,874.00	
Capital Assets/Furnishings (700s):				
TOTAL	\$ -	\$ -	\$ -	
Administrative Expenses:				
TOTAL	\$ 9,504.00	\$ -	\$ 9,504.00	
TOTAL BUDGET	\$ 252,500.00	\$ -	\$ 252,500.00	



CCP BUDGET JUSTIFICATION TEMPLATE

The Budget Justification Template must correspond with the Budget Template spreadsheet.

Contractors must provide the following two elements as part of the budget submission:

- Budget (Operational, Contractual, Leveraged Funds)
 - Budget Justification
- In certain situations, a Time Study may also be required.

Nebraska Children requires your organization to complete the budget and budget justification utilizing the templates provided. The budget justification needs to be an explanation of each of the components of the budget, which "justifies" the cost in terms of the proposed work. The explanation should focus on how each budget item is required to achieve the aims of the project and how the estimated costs in the budget were calculated. The important thing to show in the narrative is: **How did you arrive at the numbers in the Budget?**

In some situations it might be necessary to explain why an expense is necessary and/or how it would be utilized for the project.

In order to provide further details to the Budget Template, please complete the tables below. Detailed instructions are included in each table.

CCP SPECIFIC GUIDANCE

NOTE: anything in **RED** is of utmost importance and includes guidance on non-allowable expenses

The budget justification needs to be an explanation of each of the components of the budget, which "justifies" the cost in terms of the proposed work. The explanation should focus on how each budget item is required to achieve the aims of the project and how the estimated costs in the budget were calculated. This project is 100% federally funded through a subaward from Nebraska DHHS to Nebraska Children and Families Foundation using Child Care Development Funds. All anticipated costs necessary to support the Child Care Partnership program must be explained. The budget must relate directly to the activities and staff identified in the application and should provide a rationale for the projected costs (e.g., how employee benefits are derived). With all purchases, you should consider how it improves the quality of child care being offered for infants and

toddlers. The budget should clearly indicate the portions to be supported through CCDF funds as well as funds leveraged or services provided by the applicant or partner agencies. Any single item over \$1,000 must be justified. Any single item over \$3,500 requires more than one bid.

All expenses must directly improve the quality of child care being offered for infants and toddlers. Any items that are purchased will only be allowable to use towards infants and toddlers alone. For items that are used in a child care setting where older children are also cared for, the child care partners will determine the percentage of use for increasing the quality of care for infants and toddlers. For example, a fence which is used by all children in a child care setting would be an allowable expense, up to the % of use by infants and toddlers; i.e., the fence estimate is \$1,000 and the child care partner has identified that infants and toddlers make up approximately 50% of the children in care who will be using the area where the fence is located. The child care partner can use \$500 of CCDF funding to pay for the fence. The provider or another funding source would then need to make up the difference in cost of the fence. If the items to be purchased are specifically being used for infants and toddlers and will not be used for or by any other aged children (like a crib) the total cost of the item may be used to purchase the item. **The Cost Allocation Ratio for each child care partner, documenting the % of infants and toddlers to be served, will be reflected in the Letter of Agreement signed annually and will be applied effective July 1, 2022.**

No funds shall be expended for the purchase or improvement of land, or for the purchase, construction, or permanent improvement of any building or facility. However, funds may be expended for minor facilities modifications to assure that providers meet State and local child care standards, including applicable health and safety requirements. So long as costs are reasonable and applicable to the program it will be allowed. It is important to remember that any expense must prove to better the child care service delivery of Infants and Toddlers in Nebraska. If there are specific items in question, they can be sent via Sixpence Administrator or CCP TA Specialist to DHHS for review.

Once the budget has been approved, Coaches work with child care partners to develop a written plan based on their Environmental Rating Scale scores and other things that improve quality, such as professional development. The written plan provides the rationale for expenditure requests. **Plans listing specific items and supporting documentation (bids, vendor information, etc.) that show items to be purchased must be approved by Sixpence CCP TA Specialist before purchasing.** TA Specialist may need to consult with the DHHS Program Specialist for approval.

All invoices submitted for reimbursement must include proof of payment and vendor/provider's full name, date, title and description of service, rate and total hours, if applicable. See document entitled, Guidance on Submitting CCP (CCDF) Monthly Expenditures and Supporting Documentation for information on reimbursement process and requirements, especially for guidance on using these federal funds to pay for food, beverages and snacks. As a reminder, these costs must be reasonable and necessary and be accompanied by support documentation such as an agenda with time, location, purpose and attendees. Examples of non-allowable food expenses would be dinner for a "networking" session held from 2-5pm. However, dinner (within the per diem rate set forth by the General Services Administration) provided at a required training 6:30-8:30pm would be allowed considering travel time and the working schedules of the child care providers who are attending. In addition to itemized receipts, a narrative providing rationale of why such costs are applicable and necessary to improving the quality of child care for infants and

toddlers would also required. Alcoholic beverages are never allowable and should not be on any receipts/invoices. Additionally, gratuity should not exceed 20%. When in doubt, a written request should be submitted to the Sixpence CCP TA Specialist with the rationale prior to planning for the cost.

DIRECT PERSONNEL**Personnel (100s)**

Instructions: List only the cost for those employees that provide direct services to Child Care Partnership Programs. List each position by title. Show the annual salary rate and the percentage of time to be devoted to the project/contract. If employee serves in a part-time capacity only list percentage of time the employee is providing those services directly to Child Care Partnership Programs and the families they serve. Compensation paid for employees engaged in project/contract activities must be consistent with that paid for similar work within your specific district and/or community partner. Contractor must maintain documentation of time and effort/performance and accountability reporting related to the program activities performed by personnel funded by multiple sources. Any personnel who is less than full time must have a breakdown of their hours, i.e. a timesheet, submitted for reimbursement.

Position	Name	Annual Salary / Rate	Level of Effort	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Program Support	James Brunello	\$20.00/hour \$20.68/hour	1.0 – 2 months 1.0 – 10 months		\$39,483.00	
Coordinator/Coach	April Sundberg	\$54,164/year \$56,006/year	1.0 – 2 months 1.0 – 10 months		\$55,692.00	
Infant/Toddler Staff Payroll	Cherry Park Creative Corner	\$12.00/hour	1.0			\$129,600.00
Infant/Toddler Staff Payroll	The Little Cardinals	\$10.50/hour	1.0			\$75,600.00
Infant/Toddler Staff Payroll	Stick Creek Kids	\$11.00/hour	1.0			\$297,000.00
Primary Coach – IDEA Part C	GIPS Employee	\$30,632/year	1.0			\$30,632.00
TOTAL					\$95,175.00	\$532,832.00

Justification:**July-August 2022**

Personnel 4100-25 1- 1.0 FTE Program Support for the Sixpence PC/Coach and Coach for Sixpence CCP \$20.00 per hour x 8 hours per day x 41 days for remainder of Head Start 2021-2022 program year= \$6,560

Personnel 4100-25 1 - 0.5 Program Coordinator and 0.5 Coach per GIPS School District pay scale with 12 undergraduate credits in EC and/or ED degree with a NE Teaching Certificate at (240 days per year x 1 year = \$54,164) \$28.21 x 8 hours per day x 41 days for the remainder of Head Start 2021-2022 program year = \$9,253
 Total FTE for personnel is 1 CCP Coordinator/Coach (.25 Coordinator, .75 Coach), 1.0 Program Support/Coach (.5 Program Support, .5 Coach) = 2.0 FTE

September 2022-June 2023

Personnel 4100-25 1- 1.0 FTE Program Support for the Sixpence PC/Coach and Coach for Sixpence CCP \$20.68 per hour x 8 hours per day x 199 days for remainder of Head Start 2021-2022 program year= \$32,923

Personnel 4100-25 1 - .25 Program Coordinator and .75 Coach per GIPS School District pay scale with 12 undergraduate credits in EC and/or ED degree with a NE Teaching Certificate at (240 days per year x 1 year = \$56,006) \$29.17 x 8 hours a day x 199 days = \$46,439
 Total FTE for personnel is 1 CCP Coordinator/Coach (.25 Coordinator, .75 Coach), 1.0 Program Support/Coach (.5 Program Support, .5 Coach) = 2.0 FTE

Leveraged Funds

Infant/Toddler Staff Payroll for Cherry Park Creative Corner, LLC @ \$12/hour x 40 hours x 45 weeks x 6 staff = \$129,600

Infant/Toddler Staff Payroll for The Little Cardinals @ \$10.50/hour x 40 hours x 45 weeks x 4 staff = \$75,600

Infant/Toddler Staff Payroll for Stick Creek Kids @ \$11/hour x 40 hours x 45 weeks x 15 staff = \$297,000

Early Childhood Primary Coach – IDEA Part C @ \$30,632/year

DIRECT PERSONNEL

Employee Benefits (200s)

Instructions: List only the cost for those employees that provide direct services to Child Care Partnership Programs. List each position by title. Benefit packages must be consistent with that paid for similar work within your specific district and/or community partner. Payroll Taxes include costs of benefit(s) for the project staff. Identify the types of fringe benefits to be covered and the costs of benefit(s) for each staff position. You may provide a calculation for total benefits as a percentage of the salaries to which they apply or list each benefit as a separate item. Holidays, leave, and other similar vacation benefits are not included in the fringe benefit rates, but are absorbed into the personnel expenses (salary) budget line item. *Ex. Fringe benefit rate = 28%: Direct Salaries of \$42,000 x .28 = \$11,760 in Fringe Benefits*

Component	Wage	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Medical	14.91%	\$1,384.00/month		\$16,608.00	
Dental	0.747%	\$70.68/month		\$849.00	
Long Term Disability	0.525%	\$41.01/month		\$985.00	
Short Term Disability	0.767%	\$67.62/month		\$1,623.00	
Life Insurance	0.111%	\$9.20/month		\$111.00	
FICA	\$95,175	0.0765		\$7,282.00	
Unemployment	\$95,175	0.0115		\$1,096.00	
Workman's Compensation	\$95,175	0.0120		\$1,143.00	
HSA Contributions		\$6.79/month		\$82.00	
TOTAL				\$29,779.00	

Justification:

FICA Expense - Fringe Benefits 4125-25 Fringe Benefits include: medical \$692.00/month, dental \$35.34/month, long term disability \$41.01/month, short term disability \$67.62/month, life insurance \$9.20/month and access to retirement after 1 year of employment at \$10,142 per year

FICA Expense - Fringe Benefits 4125-25 Fringe Benefits 1 - 0.25 Program Coordinator and 0.75 Coach at \$10,142 x 1 year = \$10,142

FICA Expense - Fringe Benefits 4125-25 Fringe Benefits 1 – 0.5 Program Support for the Sixpence PC/Coach and Coach for Sixpence CCP and 0.5 Coach at \$10,142 x 1 year = \$10,142

FICA Expense - Fringe Benefits 4125-25 FICA 1 – 0.25 Program Coordinator and 0.75 Coach at \$55,692/year x 0.0765 = \$4,261

FICA Expense - Fringe Benefits 4125-25 FICA 1 - 0.50 Program Support for Sixpence PC/coach for Sixpence CCP and 0.50 Coach at \$39,483/year x 0.0765 = \$3,021

SUTA Expense 4775-25 Unemployment 1 – 0.25 Program Coordinator and 0.75 Coach at \$55,692/year x 0.0115 = \$641

SUTA Expense 4775-25 Unemployment 1 - 0.50 Program Support for Sixpence PC/coach for Sixpence CCP and 0.50 Coach at \$39,483/year x 0.0115 = \$455

Workman Comp Insurance 4576-25 Workman's Compensation 1 – 0.25 Program Coordinator and 0.75 Coach at \$55,692/year x 0.0120 = \$669

Workman Comp Insurance 4576-25 Workman's Compensation 1 - 0.50 Program Support for Sixpence PC/coach for Sixpence CCP and 0.50 Coach at \$39,483/year x 0.0120 = \$474

Flex Insurance 4105-25 HSA contribution fees for Program Coordinator and Coach at \$6.79 x 12 months = \$82

DIRECT EXPENSES**Professional Services (300s)**

Instructions: If school district sub-contracts programmatic services, those funds are included in this budget line and the Contractual Services Budget template is used for that entity's expenses. Any funds that the school district retains will be recorded on the Operating Budget template. All contractual services costs must be detailed and broken out into services provided utilizing the same budget categories. Describe the product or service to be procured by contract and provide an estimate of the cost.

- Professional Educational Services (supporting the professional and technical development of personnel)
- Training and Development (may include dues, **not travel**)
 - Ex. Registration fees for workshops or trainings such as Circle of Security, Early Learning Guidelines, Safe with You, Go NAPP SAC, CPR/First Aid
 - Ex. Child Care Providers: Hourly wages or stipends for attending trainings or meetings, stipends for receiving higher level of education or certification, hourly wages or stipends for substitute care while provider is at a training/meeting
 - Ex. Substitutes for Child Care Providers to attend trainings, etc.
- Calculate costs separately (e.g., registration fees, training materials, meeting expenses) per each event
- All training opportunities must be detailed with calculated costs per participant and event
- It is allowable for each Coach/Program Coordinator and Child Care Provider to attend **one out-of-state training or conference per budget year. Additional out-of-state trainings and/or conferences and/or conferences out the Continental United States requires prior approval to be reimbursed. See Travel section below for additional guidance. Child Care Providers must have a detailed agreement outlining expectations and procedures in place and must have met program requirement of achieving a Step 3 in Step Up to Quality to qualify for this expense.**
- Mileage Paid to Staff (not to exceed federal rate; **fuel for vehicles is not allowed**)
- Other Professional Services:
 - Ex. Services supporting the instructional program and its administration. Examples include data entry personnel and secretarial support.
 - Ex. Trainers for professional development events or facilitators conducting workshops such as Circle of Security, Early Learning Guidelines, Safe With You, Go NAP SACC, CPR/First Aid. For each trainer/facilitator, enter the name, if known, service/programming to be provided, hourly or daily fee (8-hour day), and estimated time on the project.
 - Ex. Consultant Fees: For each consultant, enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project (e.g., Coaches, Presenters, Trainers)
 - Ex. Consultant Expenses: List all expenses to be paid to the individual consultant(s) in addition to their fees (e.g., travel, meals, and lodging)
- Technical Services (example: child care provided at a training for participants' children)
- Child Care Scholarships

Item	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Coordinator/Coach Trainings	\$100		\$1,600.00	
Mileage for Coordinator/Coaches	\$0.625/mile		\$938.00	
Registration Fee Reimbursement	\$15.00		\$1,200.00	
Trainer Fees for Teaching Strategies Creative Curriculum for Infants, Toddlers & Two's	\$2,110.00		\$4,220.00	
Literacy Summit	\$1,000.00		\$1,000.00	
Training Reimbursement for Child Care Providers	\$15/hour		\$7,200.00	
Mileage for Child Care Providers	\$0.625/mile		\$1,125.00	
Collaboration Meeting Reimbursement	\$15/hour		\$1,800.00	
Child Care for Trainings & Meetings	\$15/hour		\$600.00	
CCC College Course Reimbursement	\$107/credit		\$1,284.00	
CDA Initial Application	\$425		\$850.00	
Audit	\$500/year		\$500.00	
ELG Series Completing/Leadership Training Stipend	\$200/person		\$1,000.00	
Child Care Staff Retention	\$200/person		\$1,600.00	
TOTAL			\$24,917.00	

Justification:

Staff Development 4875-25 Coordinator and Coach Trainings would include coach booster trainings, ITERS-3 Item Analysis, CLASS Infants/Toddlers, Elevate Conference, Thriving Children & Families Conference, National Conference, etc.

Staff Development 4875-25 Registration Fees for Coordinator/Coach \$100 x 10 trainings or conferences per year + \$600 for one national conference = \$1,600

Staff Travel 4500-25 Mileage for Coordinator and Coaches 1500 miles x \$.625 = \$938

Staff Development 4875-25 Registration Fee reimbursement for trainings for child care providers \$15 average cost x 20 staff approximately x 4 trainings per year = \$1,200

Staff Development 4875-25 Trainer Fees for Teaching Strategies Creative Curriculum for Infants, Toddlers & Two's Training (Routines, Experiences) by Zoom – 2 virtual trainings for \$4,220

Staff Development 4875-25 Trainer Fees for Literacy Summit \$1,000.00 (will braid funding with other organizations)

Staff Development 4875-25 Child Care Provider trainings that will be considered for reimbursement would include all Early Learning Guidelines, Safe with You Training Series, CPR & First Aid, Prepare to Care Health & Safety Training, CCC Child Care Conference, Rooted in Relationships Trainings, trainings that include infants & toddlers, Curriculum 101, Creative Curriculum, High Scope, Nebraska Extension trainings, NAP SACC, Management Training, CDA courses, Nature Explore, etc. Hours of training for child care providers 6 hours average time of training x \$15 per hour x 20 staff approximately x 4 trainings per year = \$7,200

Staff Travel 4500-25 Mileage paid to child care providers for out of town trainings 90 mile average x \$.625 x 20 staff approximately x 1 months per year = \$1,125 (will adjust to allowed governmental rate if necessary)

Staff Development 4875-25 Collaboration Meetings will involve providers from programs that are being coached to collaborate together through team building and discussions or mini trainings on topics like Nebraska Early Childhood Exchange, ITERS-3, Nebraska Core Competencies, Ready Rosie, Step Up to Quality, NECPRS, NAEYC Code of Ethical Conduct, ASQ-3, DEC Recommended Practices, Mindfulness, etc. Collaboration Meetings with Providers 1 hour of meeting x \$15 per hour x 20 staff approximately x 6 months per year = \$1,800

Staff Development 4875-25 Child Care provided at trainings and provider collaboration meetings \$15.00/hour x 40 hours x 1 care provider = \$600

Staff Development 4875-25 CCC College Courses \$92 per credit + \$15 fees per credit = \$107 per credit for approximately 12 credits for the year = \$1,284 (for staff that are not able to be part of T.E.A.C.H)

Staff Development 4875-25 CDA Assistance \$425 per initial application x 2 staff approximately = \$850 (for any staff that do not receive the T.E.A.C.H. CDA Scholarship)

Contractual Partner Services 4400-25 Yearly Audit = \$500/year

Staff Development 4875-25 ELG Series Completion Stipend (all 7 ELG trainings completed)/Leadership Training Stipend (Intro to ERS & A Closer Look for ITERS-3/FCCERS-3, CLASS, Whole Body Classroom, Special Care, Go NAP SACC, Curriculum Training) 42 total hours of training \$200 x 5 staff = \$1,000.00

Staff Development 4875-25 Child Care Staff Retention – staff member must be employed for 6 months and complete 12 hours of training during the 6 months - \$200 x 4 staff x 2 times a year = \$1,600.00

DIRECT EXPENSES

Other Property Services (400s)

Instructions: Telephone and internet services are not included here (they are 500's.) Actual receipts/invoices and a narrative as to how the allocation was configured will be required to be reimbursed.

- Maintenance and Cleaning Services for space occupied or utilized by program staff, space for a training/meeting, equipment, and vehicles. Cost must be detailed with percentage of space used for programing. **Non-Allowable: Occupancy costs associated with district owned buildings**
- Rent: costs for renting or leasing office space occupied or utilized by program staff, space for a training/meeting, equipment, and vehicles. Cost must be detailed with percentage of space used for programing. **Non-Allowable: Occupancy costs associated with district owned buildings**
- Minor Facility Modifications: Any minor facilities modifications needed for the operations of program activities, excluding capital improvements, purchasing of buildings, land, or vehicles. Could include contracted construction/alterations if related to: floor covering installation, electrical work, ground work (NOT landscaping), fence installation, lead paint abatement and renovations of buildings. **Any minor facilities modifications require prior approval from Sixpence CCP TA Specialist. Any single item over \$3,500 requires more than one bid. Any flooring – apply the Infant/Toddler Cost Allocation up to \$25/sq.yd. Any fencing- apply the Infant/Toddler Cost Allocation up to \$30/ft. Non-Allowable: Construction of buildings, decks and porches, excavation, ceilings, weight-bearing walls, roofs, tornado shelter or any work done to a building not owned by the child care partner. Exceptions could be granted if licensing or another state entity requires equipment/structure to be repaired or replaced for safety reasons, with proper documentation provided to the Sixpence CCP TA Specialist.**

Item	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Rent	\$151/month		\$1,812.00	
Garbage Removal, Snow Removal, Lawn Care Services	\$35/month		\$420.00	
Electric & Water	\$34/month		\$408.00	
Gas	\$27/month		\$324.00	
Insect Control	\$5/month		\$60.00	
Water Softener Rental	\$2/month		\$24.00	

TOTAL**\$3,048.00****Justification:**

Building Rent 4700-25 Rent (includes cost of space occupied & utilized by program staff and 3% of all property service charges for utilities, garbage removal, snow plowing, lawn care services) \$151/month for space x 12 months per year = \$1,812

Utilities 4825-25 Garbage, Snow Plowing, Lawn Care Services \$35/month x 12 months per year = \$420

Utilities 4825-25 Electric & Water \$34/month x 12 months per year = \$408

Utilities 4825-25 Gas \$27/month x 12 months per year = \$324

Utilities 4825-25 Insect Control \$5/month x 12 months per year = \$60

Utilities 4825-25 Water Softener Rental \$2/month x 12 months per year = \$24

DIRECT EXPENSES**Other Purchased Services & Travel (500s)**

Instructions: List other purchased services and travel items that are to be purchased.

- Insurance (property)
- Communications (telephone and internet service)
- Postage
- Advertising
- Printing
- Travel:
 - Calculate individual costs for transportation, meals, hotel, and other expenditure/expenses associated with travel, per each event. Identify the location of travel, if known. **Mileage reimbursement to staff is coded in 300's.**
 - It is allowable for each Coach/Program Coordinator and Child Care Provider to attend one out-of-state training or conference per budget year. **Additional out-of-state trainings and/or conferences out the Continental United States requires prior approval to be reimbursed. Child Care Providers must have a detailed agreement outlining expectations and procedures in place and must have met program requirement of achieving a Step 3 in Step Up to Quality to qualify for this expense.**
 - It is NOT allowable to pay a per diem rate to the coach, program coordinator or child care partner before the travel occurs. All travel expenses, including meals and transportation, must have itemized receipts to be reimbursed and may not exceed the General Services Administration (GSA) per diem rated for the location: <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Item	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Liability/Property Insurance	\$1,500/year		\$1,500.00	
Phone, Fax, Internet	\$80/month		\$960.00	
Postage	\$18/month		\$216.00	
Printing/Copies	\$100/month		\$1,200.00	
Food/Etc. for Meetings/Trainings	\$14.00/person		\$5,040.00	
Travel for Conference	\$700 \$300 \$237 \$100 \$50		\$2,287.00	
TOTAL			\$11,203.00	

Justification:

3% of phone, fax and internet charges will be paid for with Sixpence CCP funds.

Insurance 4575-25 Liability insurance, property insurance = \$1,500/year

Telephone 4475-25 Phone, Fax, Internet = \$80 x 12 months per year = \$960

Postage 4450-25 Postage = \$18 x 12 months per year = \$216

Printing/Copies 4150-25 Printing = \$100 x 12 month per year = \$1,200

Food/Etc. for Meetings/Trainings 4200-25 Food for trainings/meetings that Coordinator/Coach hosts \$14 per person x 25 staff approximately x 12 meetings/trainings (some trainings may be broken into 2 – 3 hour trainings) = \$4,200

Staff Travel – Agency 4625-25 Travel to National Conference for 1 coach to 4 day training \$700 airfare, \$1,200 lodging (\$300/day), \$237 meals (\$36/supper x 3 days + \$59.25 first & last day of travel x 2 days + \$5 incidental x 2 days), \$100 transportation (\$50 x2 transportation to/from hotel/airport), \$50 baggage check (\$25/bag x 2) = \$2,287.00

DIRECT EXPENSES

Supplies (600s)

Instructions: Include the funds for the purchase of consumable supplies and materials. **List any single item costing less than \$5,000.** Provide the calculation for cost determinations. **Infant/Toddler Cost Allocation, as documented in the Letter of Agreement with each child care provider will be applied for any supplies which are utilized by more than just infants/toddlers.**

- **General Supplies** Any cost pertaining to the consumable materials and/or the materials used for enhancing the quality of infants and toddlers in Family Child Care Homes and/or Centers. Examples include: supplies for family engagement/involvement events which support child care-to-home connections/supports (i.e. Ready Rosie subscriptions and incentives to participate), curriculum for child care partners (see approved list by Step Up to Quality), assessment tools (ex: ASQ-3, ASQ-SE), cots and mats, cribs (federally approved), high chairs, cribs mobiles, child sized tables and chairs, strollers, books, nursing supplies, storage containers, tummy time mats, exer-saucers, riding toys, glider rockers, bulletin boards, copier, printer, laminator, tables for events, barriers surrounding furnace or water heater; paint, area rugs, toddler sized toilets and sinks, diapers, wipes, sheets, baskets and storage tubs, fans, baby monitors, first aid kits, car seats, safety gates, outlet covers, other safety tools, locks, locked or indoor storage, thermometers, sunscreen, smoke detectors, carbon monoxide detectors, filing cabinet and office supplies required to meet Sixpence CCP program requirements, art supplies, paper goods/serving items for meals, outdoor shades, window covering, ground covering.
 - Centers only: dishwasher, washing machine, dryer, oven, microwave, refrigerator, vacuum
 - Program Coordinator/Coach only: office furnishings such as desks, shelving, office supplies. **Non-allowable for child care providers.**
 - Computers – Apply the cost allocation, up to \$1,000 per groups of Infants/Toddlers. Technology-related supplies include supplies that are typically used in conjunction with technology-related hardware or software. Examples: monitor stands, iPads, and PC's that fall below capitalization thresholds of less than \$5,000.
 - **Non-Allowable expenses: gift cards, infant: swings, walkers, jumpers, bouncy seats, and rock 'n plays; swimming pools, trampolines, portable sinks, air conditioners, air cleaners, (de)/humidifiers, furnaces, showers, sliding glass doors, water heaters, couches for adult use, recliners for adult use, outdoor storage, and Promotional Items.**
 - **Non-Allowable for Family Child Care Homes (with dual private use/occupation/residence): All of the above plus dishwasher, washing machine, dryer, oven, microwave, refrigerator, vacuum, furnishings available for dual usage (personal and business.)**
- **Utilities:** actual receipts/invoices and a narrative as to how the allocation was configured will be required to be reimbursed.
- **Gasoline fuel for vehicles is not allowed**
- **Technology devices**

Item	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
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Materials for Classrooms	\$1,000/year \$1,500/year \$3,000/year		\$23,000.00	
Office Supplies for Coordinator & Coach	\$44.34/month		\$532.00	
Ready Rosie Subscriptions	\$313/year		\$939.00	
Chamber of Commerce Membership	\$655/year \$185/year		\$2,335.00	
Unite for Literacy Books for Children	\$218/year/child		\$2,180.00	
Books for Children	\$9		\$4,500.00	
Exchange Press Subscription	\$48		\$48.00	
Materials for Directors/Owners	\$1,000 \$500		\$4,000.00	
Scholarships for Infants	\$160/week		\$9,600.00	
Scholarships for Toddlers	\$155/week		\$9,300.00	
Gap Pay for Infants	\$5/day		\$9,600.00	
Gap Pay for Toddlers	\$5/day		\$9,600.00	
Software Reimbursement	40%		\$1,800.00	
Family/Parent Education Handouts/Brochures	\$30		\$1,440.00	
TOTAL			\$78,874.00	

Justification:

Materials/Supplies 4175-25 Materials for Classrooms (multicultural toys, multicultural pictures, multicultural books, math materials, science/nature materials, storage containers, paint, diapers, wipes, crib and pack & play sheets, baskets/storage tubs, outlet covers, construction paper, crayons, diaper changing paper roll, etc.) that will meet Environmental Rating Scales or CLASS observation tools (not limited to) and enhance the quality of care provided to children through goal planning 2 classrooms in year 3 at Step 3 or higher x \$1,000 = \$2,000 + 2 classrooms in year 2 at Step 1 or 2 x \$1,500 = \$3,000 + 4 classrooms in year 1 at Step 2 x \$3,000 = \$12,000 + 2 family child care providers in year 1 at Step 1 x \$3,000 = \$6,000 = \$23,000

Materials/Supplies 4175-25 Office supplies for Coordinator/Coach and Program Support/Coach (post-it notes, paper clips, file folders, chart paper, pens, pencils, markers, binders, etc.) - \$44.34/month x 12 = \$532

Materials/Supplies 4175-25 Ready Rosie Subscriptions \$313 x 3 programs (1 new center, 2 home) = \$939 (only if not covered by PDG grant)

Materials/Supplies 4175-25 Chamber of Commerce Membership \$655 x 3 centers = \$1,965 + \$185 x 2 home = \$370 = \$2,335

Materials/Supplies 4175-25 Unite for Literacy Subscription – books for infants/toddlers \$218 x 10 children = \$2,180.00

Materials/Supplies 4175-25 Books sent home with children monthly \$9 per book x 100 children x 5 months = \$4,500

Materials/Supplies 4175-25 Exchange Press Subscription \$48.00/year

Materials/Supplies 4175-25 Materials for Directors/Owners \$1,000 per year x 3 programs (3 centers) + \$500 per year x 2 home, laminator, wipes, first aid kits, car seats, outlet covers, thermometers, smoke detectors, ASQ Kits, etc. = \$4,000

Materials/Supplies 4175-25 Scholarships to pay for tuition for infants \$160/week for infants (\$32 x 5 days) capped at \$160 a month x 12 months = \$1,920 x 5 programs = \$9,600 (will adjust rate according to subsidy agreement for each program)

Materials/Supplies 4175-25 Scholarships to pay for tuition for toddlers \$155/week for toddlers (\$31 x 5 days) capped at \$155 a month x 12 months = \$1,860 x 5 programs = \$9,300 (will adjust rate according to subsidy agreement for each program)

Materials/Supplies 4175-25 Gap Pay for programs for infants (i.e. Private Pay \$40/day – Child Care Subsidy \$35/day = \$5 gap pay) \$5.00/day x 20 days x 8 infants x 12 months = \$9,600 (will adjust rate according to gap for each program)

Materials/Supplies 4175-25 Gap Pay for programs for infants (i.e. Private Pay \$38/day – Child Care Subsidy \$33/day = \$5 gap pay) \$5.00/day x 20 days x 8 toddlers x 12 months = \$9,600 (will adjust rate according to gap for each program)

Materials/Supplies 4175-25 Reimbursement to assist with Software Costs \$75 average fee per month x 40% infant/toddler allocation average x 5 programs (3 centers, 2 homes) x 12 months = \$1,800

Materials/Supplies 4175-25 Family/Parent Education materials in English and Spanish for topics such as car seat safety, safe infant sleep practices, child medical needs, prenatal care, abstinence from smoking, alcohol & drugs while pregnant, breastfeeding, brain development, nutrition, physical activity/outdoor play, postpartum depression, child & parental mental health/stress & technology use. These materials will be used with parents to help them build their knowledge in caring for their children. \$30 average cost for a package of 50 brochures x 4 pkgs x 12 months = \$1,440

DIRECT EXPENSES

Capital Assets/Furnishings (700s)

Instructions: List any single item costing more than \$5,000. Provide the calculation for cost determinations. Infant/Toddler Cost Allocation, as documented in the Letter of Agreement with each child care provider will be applied for any furnishings which are utilized by more than just infants/toddlers. Any single item over \$3,500 requires more than one bid.

- Furniture and Fixtures
 - Expenditures for equipment used for sitting, as a support for writing and work activities, and as storage space for material items. Example: office furnishings for Coach/Program Coordinator.
 - List costs for each nonexpendable item to be purchased. Nonexpendable equipment is tangible property having a useful life of more than 2 years.
 - Explain why the equipment is needed for the project to succeed.
 - **Non-Allowable expenses: office furnishings for providers.**
- Other Equipment: Expenditures for all other equipment not classified elsewhere; i.e., playground equipment. The Board of Trustees reserves the right to cap this amount.

Item	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
TOTAL				

Justification:

ADMINISTRATIVE EXPENSES**Administrative Expenses**

Instructions: When applicable, administrative costs as allowable to ensure outcomes are achieved, and is not to exceed the district's allowable rate set by NDE. This rate shall be included in the budget narrative. <https://fos.education.ne.gov/fos/ASPX/IndirectCost/Default.aspx>.

Item	Rate	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Executive Director	1% of salary		\$494.00	
Fiscal Manager	3% of salary		\$1,989.00	
Fiscal GMA 1	3%		\$921.00	
Fiscal GMA 2	3%		\$921.00	
Human Resources Specialist	0.8% of salary		\$383.00	
Human Resources GMA 1	1%		\$192.00	
Human Resources GMA 2	1%		\$192.00	
Safety & Priorities Coordinator	1% of salary		\$1,454.00	
IT Admin	1% of salary		\$403.00	
Maintenance – Grand Island	3%		\$892.00	
Program Support – Grand Island	3%		\$887.00	
Program Support - Hastings	3%		\$776.00	
TOTAL			\$9,504.00	

Justification:

Personnel 4100-25 Executive Director 1% of salary = \$494

Personnel 4100-25 Fiscal Manager 3% of salary = \$1,989

Personnel 4100-25 Fiscal GMA 1 @ \$16.00/hour x 8 hours/day x 240 days = \$30,720 x 3% = \$921

Personnel 4100-25 Fiscal GMA 2 @ \$16.00/hour x 8 hours/day x 240 days = \$30,720 x 3% = \$921

Personnel 4100-25 Human Resources Specialist 0.8% of salary = \$383

Personnel 4100-25 Human Resources GMA 1 @ \$10/hour x 8 hours/day x 240 days = \$19,200 x 1% = \$192

Personnel 4100-25 Human Resources GMA 2 @ \$10/hour x 8 hours/day x 240 days = \$19,200 x 1% = \$192
Personnel 4100-25 Safety & Priorities Coordinator 1% of salary = \$1,454
Personnel 4100-25 IT Admin 1% of salary = \$403
Personnel 4100-25 Maintenance – Grand Island @ \$15.50/hour x 8 hours/day x 240 days = \$29,760 x 3% = \$892
Personnel 4100-25 Program Support – Grand Island @ \$15.40/hour x 8 hours/day x 240 days = \$29,568 x 3% = \$887
Personnel 4100-25 Program Support – Hastings @ \$13.48/hour x 8 hours/day x 240 days = \$25,881 x 3% = \$776

BUDGET JUSTIFICATION SUMMARY

Instructions: Transfer the total of each budget category to this table. The Total Budget amount below must match the Total Budget amount on the budget template.

Budget Item	Total Operational Funds	Total Contractual Funds	Total Leveraged Funds
Personnel (100s)		\$95,175.00	\$532,832.00
Employee Benefits (200s)		\$29,779.00	
Professional Services (300s)		\$24,917.00	
Other Property Services (400s)		\$3,048.00	
Other Purchased Services & Travel (500s)		\$11,203.00	
Supplies (600s)		\$78,874.00	
Capital Assets/Furnishings (700s)		\$0.00	
Administrative Expenses		\$9,504.00	
TOTAL BUDGET		\$252,500.00	\$532,832.00

This project is 100% federally funded through a subaward from Nebraska DHHS to Nebraska Children and Families Foundation using Child Care Development Funds.

All expenses must directly improve the quality of child care being offered to infants and toddlers. Any items that are purchased will ONLY be allowed to use towards infants and toddlers. For items that are used in a child care setting where older children are also cared for, the child care partner will determine the percentage of use for increasing the quality of care for infants and toddlers.

For example: a fence which is used by all children in a child care setting would be an allowable expense, up to the % of use by infants and toddlers. If the fence estimate is \$1,000 and the child care partner has identified that infants and toddlers make up approximately 50% of the children in care who will be using the area where the fence is located, the child care partner can use \$500 of CCDF funds to pay for the fence. The provider or another funding source would then need to make up the difference in the cost of the fence.

The Cost Allocation Ratio for each child care partner, documenting the % of infants and toddlers to be served, will be reflected in the Letter of Agreement signed annually and will be applied effective July 1, 2022.

To configure that cost allocation: divide total number infants/toddler slots to be served: _____ by total number of children slots to be served: _____ = _____%.

Coaches will work with child care partners to develop a written plan for all purchases based on Environmental Rating Scale scores and other quality improvement indicators, such as professional development. The written plan provides the details and rationale for expenditure requests. Plans listing specific items and supporting documentation (bids, vendor information, etc.) that show items to be purchased must be approved by Sixpence CCP (Child Care Partnerships) TA (Technical Assistance) Specialist before purchasing. TA Specialist may need to consult with the DHHS Program Specialist for approval.

Deb Reiman, Sixpence CCP TA Specialist: dreiman@nebraskachildren.org or 402-274-8846

PERSONNEL		
Allowable Expenses	Important Notes	Required Documentation
Personnel & Benefits	Personnel & Benefits documentation for ALL employees, full time, and part time, needs to be reported with EVERY request for reimbursement.	<ul style="list-style-type: none"> Follow NDE documentation requirements for Time and Effort Reporting. Guidance and sample documents are included in contract attachments.
PROFESSIONAL SERVICE		
Allowable Expenses	Important Notes	Required Documentation

Attachment B

<p>Registration fees for workshops</p>	<p>Make sure Sixpence TA has approved all workshops if you are unsure if they would be improving the quality of infants and toddlers</p>	<ul style="list-style-type: none"> • Registration receipt • proof of paid Invoice • Certificate of Completion
<p>Training Materials</p>	<p>Include a narrative on the invoice page or receipt that tells us what training the materials are for ex: materials for ELG Social Emotional Training</p>	<ul style="list-style-type: none"> • Receipt or proof of paid Invoice
<p>Hourly wage or stipend for Child Care Providers to attend a training, achieve a “Step”, educational degree or career related milestone.</p>	<p>Make sure Invoice includes providers name, the date and description of the training, hourly wage, or stipend</p>	<ul style="list-style-type: none"> • Proof of attendance • Proof of paid Invoice • Certificate or sign-in sheet for training, meeting, degree, or milestone.
<p>Hourly wage or stipend for substitute Child Care Providers</p>	<p>Make sure Invoice includes providers name, date, and description of reason substitute care was needed, hourly wage or stipend</p>	<ul style="list-style-type: none"> • Proof of need for substitute (flyer, certificate or sign-in sheet of training provider attended) • Proof of paid Invoice
<p>Mileage</p>	<p>Fuel is NOT ALLOWABLE</p> <p>Make sure you are using a form that includes beginning and ending addresses, the reason for travel, total miles & federal rate, and a supervisor signature</p>	<ul style="list-style-type: none"> • Proof of travel: the form that includes beginning and ending addresses, the reason for travel, total miles & federal rate, and a supervisor signature
<p>Trainers, Facilitators, Coaches, Consultants, Presenters</p>	<p>Make sure Invoice includes name, date, service provided, hourly rate or fee</p>	<ul style="list-style-type: none"> • Proof of paid Invoice • Proof of service/training ex: flyer, sign in sheet
<p>Meetings/Professional Development hosted by CCP</p>	<p>Make sure to include a narrative that must prove that food costs are necessary for improving the quality of Child Care for Infants and Toddlers</p>	<ul style="list-style-type: none"> • Receipt or proof of paid Invoice • Proof of need for food purchases • Agenda from meeting/training • Sign-in sheet
<p>Technical Services (<i>can include Child Care that is provided during a professional development opportunity</i>)</p>	<p>Make sure Invoice includes name, date of service, the reason for service, hourly rate, or stipend</p>	<ul style="list-style-type: none"> • Proof of paid Invoice • Proof of service training ex: flyer, sign in sheet

Attachment B

Scholarships	<p>Make sure to completely fill out CCP Scholarship Tracking spreadsheet each month.</p> <p><i>It is not necessary to include each child's individual application with your request for reimbursement. However, it is necessary to keep them on file in case TA or DHHS requests to see them.</i></p>	<ul style="list-style-type: none"> • Monthly CCP Scholarship Tracking Spreadsheet.
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PROPERTY SERVICES

Allowable Expenses	Important Notes	Required Documentation
Rent for space occupied by CCP program, staff, meeting or training space, equipment, and vehicles	<p>Make sure Invoice includes name, dates of rental (making sure it is with the contract year) and rate</p> <p><i>The cost associated with district-owned buildings is not allowed</i></p>	<ul style="list-style-type: none"> • Proof of paid Invoice
Maintenance and cleaning	<p>Make sure Invoice includes name, date, service provided, hourly rate or fee</p> <p><i>If applicable, the cost must be detailed with % of infant/toddlers (see Letter of Agreement for cost allocation)</i></p>	<ul style="list-style-type: none"> • Proof of paid Invoice
Minor facilities modification needed for the operations of program activities (excluding capital improvements, purchasing of buildings, land, or vehicles)	<p>Make sure Invoice includes name, date, service provided, hourly rate or fee.</p> <p><i>Any single item over \$3,500 requires approval from CCP TA and requires two or more bids</i></p> <p><i>If applicable, the cost must be detailed with % of infant/toddlers (see Letter of Agreement for cost allocation)</i></p> <p><i>No funds shall be expended for the purchase or improvement of land, or for the purchase, construction, or permanent improvement of any building or facility, or vehicles.</i></p>	<ul style="list-style-type: none"> • Proof of paid Invoice • A narrative providing the necessity of facility modifications • If applicable, include coaching action plans, licensing, or sanitation inspections • If applicable, attach bids and reason for selection

Allowable Expenses	Important Notes	Required Documentation
Property Insurance	<p>Highlighters can be used to select what was used by your CCP program.</p>	<ul style="list-style-type: none"> • Proof of paid Invoice or bill
Communications – telephone & internet		
Advertising		

Attachment B

<p>Printing</p>	<p>Writing out calculations directly on documents is okay. If you are in a shared space and you only pay a portion of the phone bill, we need to know HOW you figured out your portion.</p> <p>Do you have a copier code specific to your program? Attach the snapshot for that code and include it in your request.</p>	
<p>Travel (<i>calculate the cost for transportation, meals, hotel, and other expenses per person per event</i>)</p>	<p>Detailed invoices that include the date, time and location or itemized receipts</p> <p><i>Non-itemized credit card receipts will not suffice</i></p> <p><i>It is NOT allowable to pay a per diem rate to the coach, program coordinator or child care partner before the travel occurs.</i></p> <p><i>Rates may not exceed the General Services Administration (GSA) per diem rated for the location.</i> https://www.gsa.gov/travel/plan-book/per-diem-rates</p>	<ul style="list-style-type: none"> • Agenda, certificate, or sign in sheet • Proof of paid Invoice or bill
<p>Supplies (<i>each individual item must be below \$5,000</i>)</p>	<p><i>Any single item over \$3,500 requires approval from CCP TA and requires two or more bids</i></p> <p>The following expenses are ONLY allowed for Child Care Centers: <i>Washing machines, dryer, oven, microwave, refrigerator, vacuum</i></p> <p>Office Supplies/furniture may be purchased for coaches/program coordinators, NOT Child Care Providers.</p> <p>Non-Allowable expenses: gift cards, infant: swings, walkers, jumpers, bouncy seats, and rock ‘n plays; swimming pools, trampolines, portable sinks, air conditioners, air cleaners, (de)/humidifiers, furnaces, showers, sliding glass doors, water</p>	<ul style="list-style-type: none"> • Proof of paid Invoice or bill • If applicable, include coaching action plans, licensing, or sanitation inspections • If applicable, attach bids and reason for selection • If applicable, attach documentation (LOA) that reflects infant/toddler cost allocation

Attachment B

	<p>heaters, couches for adult use, recliners for adult use, and Promotional Items.</p> <p>Computers and Printers are allowable for Coaches/Program Coordinators. <i>For Child Care Programs, the cost must be \$1,000 or less using the Infant/Toddler cost allocation for each item.</i></p> <p><i>If applicable, the cost must be detailed with % of infant/toddlers (see Letter of Agreement for cost allocation)</i></p>	
Utilities	<p>With your FIRST request for reimbursement, including an explanation of how utilities are divided and charged to CCP</p> <p>Highlighters can be used to select what was used by your CCP program.</p> <p>Writing out calculations directly on documents is okay. If you are in a shared space and you only pay a portion of the phone bill, we need to know HOW you figured out your portion.</p>	<ul style="list-style-type: none"> • Proof of paid Invoice or bill
CAPITAL ASSETS/FURNISHINGS		
Allowable Expenses	Important Notes	Required Documentation
Furniture & Fixtures – storage materials (each individual item must be over \$5,000)	Capital Assets/Furnishings are individual items that are ABOVE \$5,000 for each item.	<ul style="list-style-type: none"> • Proof of paid Invoice or bill

Attachment B

<p>Other equipment <i>(equipment not classified elsewhere such as playground equipment)</i></p>	<p>Office Supplies/furniture may be purchased for coaches/program coordinators, NOT Child Care Providers.</p> <p>Any item over \$3,500 requires more than one bid. Prior to purchase, the item must be approved by Sixpence CCP TA Specialist. TA Specialist may need to consult with the DHHS Program Specialist for approval.</p> <p><i>If applicable, cost must be detailed with % of infant/toddlers (see Letter of Agreement for cost allocation)</i></p>	<ul style="list-style-type: none"> • If applicable, include coaching action plans, licensing, or sanitation inspections • If applicable, attach bids and reason for selection • If applicable, attach documentation (LOA) that reflects infant/toddler cost allocation
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<p style="text-align: center;">ADMINISTRATIVE EXPENSES</p>		
<p>Allowable Expenses</p>	<p>Important Notes</p>	<p>Required Documentation</p>
<p>Administrative Expenses</p>	<p>When applicable, administrative expenses are allowable to ensure outcomes are achieved and are not to exceed the district's allowable rate set by NDE. This rate shall be included in the budget narrative and included in the request for reimbursement. To find the allowable rate, use the following link: https://fos.education.ne.gov/fos/ASPX/InDirectCost/Default.aspx</p>	<ul style="list-style-type: none"> • With each request for reimbursement, include narrative of how administrative expenses were figured and the amount being claimed

<p style="text-align: center;">ADDITIONAL NOTES....</p>
<p>1. All expenditures must follow 2 CFR § 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. CCDF is a federal award.</p>
<p>2. Requests for reimbursement should be submitted <u>monthly</u>. <u>Monthly anticipated date of submission</u> should be communicated with Sixpence Administrative Specialist.</p>

<p>3. All tabs contained in the expenditure reporting spreadsheet must be submitted each month (operational, contractual, grand total summary, invoice) and actual expenditures need to be allocated and reported against the correct budget</p>
<p>4. A general ledger detail statement must be submitted with each request for reimbursement and should align with the monthly expenditure report (showing only CCDF expenses) and only include allowable expenses as approved by the contract, budget, and budget justification.</p>
<p>5. When possible, all source documentation needs to align with the general ledger detail statement that supports actual expenses and follows a chronological order. If that is not possible, all related expenses for the month should be highlighted, color-coded, and clearly labeled so that expenses are easily identifiable when going through the review process.</p>
<p>6. All receipts require payment confirmation that shows the date of purchase, the vendor it was purchased from, vendor contact information, the amount of purchase and an itemized list of what was purchased. Receipts cannot have changes made to them after the purchase is complete. If there is a change or revision to a receipt, a new receipt will need to be provided to the Contractor by the vendor.</p>
<p>7. Requests for reimbursement must match the receipts to the penny (do not round up or down) or they will not be reimbursed.</p>

USING FEDERAL FUNDS TO PAY FOR FOOD	
<p>When costs of food or beverage are approved (under limited circumstances) and detailed within the approved budget, additional guidance applies as is found below. Alcohol is never approved and should not be on any receipts/invoices. Additionally, gratuity should not exceed 20%. When in doubt, a written request should be submitted to Sixpence CCP TA Specialist with the rationale prior to planning for the cost.</p>	
Question	Answer
<p>When a contractor is hosting a meeting, may the contractor use Federal grant funds to pay for food, beverages, or snacks?</p>	<p>There is an extremely high burden of proof to show that paying for food and beverages with Federal funds is necessary to meet the goals and objectives of a federal fund. When a contractor is hosting a meeting, the contractor should structure the agenda for the meeting so that there is time for participants to purchase their own food, beverages, and snacks. In addition, when planning a meeting, contractors may want to consider a location in which participants have easy access to food and beverages. While these determinations will be made on a case-by-case basis, there will be some circumstances where the cost would be permissible. Contractors, therefore, will have to make a compelling case that the unique circumstances they have identified would justify</p>

Attachment B

	<p>these costs as reasonable and necessary. When in doubt, contractors should describe the specific situation in a written request to their federal project officer, pointing out why such costs should be considered reasonable and necessary and wait to receive approval to proceed.</p>
<p>May Federal funds be used to pay for food and beverages during a reception or a “networking” session?</p>	<p>In all cases, using Federal funds to pay for food and beverages for receptions and “networking” sessions is not justified because participation in such activities is rarely necessary to achieve the purpose of the meeting or conference.</p>
<p>May a contractor enter a contract with a hotel under which Federal funds will be used to provide meals, snacks, and beverages as part of the cost for meeting rooms and other allowable conference-related costs?</p>	<p>Federal funds may only be used for expenses that are reasonable and necessary. In planning a conference or meeting and negotiating with vendors for meeting space and other relevant goods and services, contractors may only pay for allowable costs. If a hotel vendor embeds food and beverage costs into a hotel contract for meeting space, the contractor should work with the hotel to have the food and beverage costs identified and “backed out” of the contract and have the price they are paying for meeting space appropriately adjusted to reflect the fact that food and beverages are not being purchased. The fact that food and beverages are embedded in a contract for meeting space does not mean that the food and beverages are being provided at no cost to the contractor.</p>
<p>What if a hotel or other venue provides “complimentary” beverages (e.g., coffee, tea) and there is no charge to the contractor hosting the meeting?</p>	<p>The contractor has an obligation, under these circumstances, to confirm that the beverages are truly complimentary and will not be reflected as a charge to the grant in another area. For example, many hotels provide complimentary beverages to all guests who attend a meeting at their facility without reflecting the costs of those beverages in other items that their guests or, in this case, the contractor purchases. As noted above, it would not be acceptable for a vendor to embed the cost of beverages in other costs, such as meeting space.</p>

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<p>May Administrative Expenses be used to pay for food and beverages?</p>	<p>The cost of food and beverages, because they are easily associated with a specific cost objective, such as a department fund, are properly treated as direct costs, rather than indirect costs. As noted above, Federal funds cannot be used to pay for food and beverages unless doing so is reasonable and necessary.</p>
<p>May a contractor use non-Federal resources (e.g., State, or local resources) to pay for food or beverages at a meeting or conference that is being held to meet the goals and objectives of its fund?</p>	<p>Contractors should follow their own policies and procedures and State and local law for using non-Federal resources to pay for food or beverages, including its policies and procedures for accepting gifts or in-kind contributions from third parties. However, if non-Federal funds are used to pay for food at a contractor-sponsored meeting or conference, the contractor should make clear through a written disclaimer or announcement (e.g., a note on the agenda for the meeting) that Federal funds were not used to pay for the cost of the food or beverages. Contractors should also be sure that any food and beverages provided with non-Federal funds are appropriate for the contractor's event, and do not detract from the event's purpose.</p>
<p>May contractors provide meeting participants with the option of paying for food and beverages (e.g., could a grantee have boxed lunches provided at cost for participants)?</p>	<p>Yes. contractors may offer meeting participants the option of paying for food (such as lunch, breakfast, or snacks) and beverages, and arrange for these items to be available at the meeting.</p>

Budget Modification Request Form

This form is required to be completed when the Contractor has a revision to the budget that is at or above 10% of the overall total approved budget. The completed form must be submitted via the Contractor's portal at www.SingASongOfSixpence.org.

Place an "X" in the correct budget type that this request applies to:

Operational Contractual Start-Up

Budget Category	Current Approved Budget	Amount to Decrease	Amount to Increase	New Budget Total	Description of Rationale
Personnel (100s)				\$0.00	
Employee Benefits (200s)				\$0.00	
Professional Services (300s)				\$0.00	
Other Property Services (400s)				\$0.00	
Other Purchased Services & Travel (500s)				\$0.00	
Supplies (600s)				\$0.00	
Capital Assets/Furnishings (700s)				\$0.00	
Administrative Expenses				\$0.00	
Total	\$0.00	\$0.00	\$0.00	\$0.00	

Prepared By (contractual services partner):

District Representative's Signature:

Sixpence Administrator's Signature Approval:

Date

Date

Date



CHILD CARE PARTNERSHIP PROGRAMS BUDGET AND ALLOWABLE EXPENSES GUIDANCE EFFECTIVE JULY 1, 2022

NOTE: anything in **RED** is of utmost importance and includes guidance on non-allowable expenses

This project is 100% federally funded through a sub-award from Nebraska DHHS (Department of Health and Human Services) to Nebraska Children and Families Foundation using Child Care Development Funds. All expenses must directly improve the quality of child care being offered to infants and toddlers. Any items that are purchased will only be allowed to be used for infants and toddlers alone. For items that are used in a child care setting where older children are also cared for, the child care partners will determine the percentage of use for increasing the quality of care for infants and toddlers. For example, a fence that is used by all children in a child care setting would be an allowable expense, up to the % of use by infants and toddlers, i.e., the fence estimate is \$1,000 and the child care partner has identified that infants and toddlers make up approximately 50% of the children in care who will be using the area where the fence is located. The child care partner can use \$500 of CCDF (Child Care and Development Fund) funding to pay for the fence. The provider or another funding source would then need to make up for the difference in the cost of the fence. If the items to be purchased are specifically being used for infants and toddlers and will not be used for or by any other aged children (like a crib) the total cost of the item may be used to purchase the item. **The Cost Allocation Ratio for each child care partner, documenting the % of infants and toddlers to be served, will be reflected in the Letter of Agreement signed annually and will be applied effective July 1, 2022.**

No funds shall be expended for the purchase or improvement of land, the purchase, construction, or permanent improvement of any building or facility, or, nor vehicles. However, funds may be expended for minor facilities modifications to assure that providers meet State and local child care standards, including applicable health and safety requirements. So long as costs are reasonable and applicable to the program it will be allowed. It is important to remember that any expense must prove to better the child care service delivery of Infants and Toddlers in Nebraska. If there are specific items in question, they can be sent via Sixpence Administrator or CCP (Child Care Partnerships) TA (Technical Assistance) Specialist to DHHS for review.

Any single item over \$1,000 must be justified (how configured) in the budget narrative. **Any single item over \$3,500 requires more than one bid.** Once the budget is approved, Coaches will work with child care partners to develop a written plan based on Environmental Rating Scale scores and other things that improve quality, such as professional development. The written plan provides the details and rationale for expenditure requests. **Plans listing specific items and supporting documentation (bids, vendor information, etc.) that show items to be purchased must be approved by Sixpence CCP TA Specialist before purchasing.** TA Specialist may need to consult with the DHHS Program Specialist for approval.

All invoices submitted for reimbursement must include proof of payment and vendor/provider's full name, date, title and description of service, rate, and total hours if applicable. See the document entitled **Guidance on Submitting CCP (CCDF) Monthly Expenditures and Supporting Documentation** for information on the reimbursement process and requirement especially funds to pay for food, beverages, and snacks. As a reminder, these costs must be reasonable and necessary and be accompanied by support documentation such as an agenda with time, location, purpose, and attendees. Examples of non-allowable food expenses would be dinner for a "networking" session held from 2-5 pm. However, dinner within the per diem rate set forth by the



CHILD CARE PARTNERSHIP PROGRAMS BUDGET AND ALLOWABLE EXPENSES GUIDANCE EFFECTIVE JULY 1, 2022

NOTE: anything in **RED** is of utmost importance and includes guidance on non-allowable expenses

General Services Administration) provided at a required training 6:30-8:30pm would be allowed considering the travel time and the working schedules of the childcare providers who are attending. In addition to itemized receipts, a narrative providing rationale of why such costs are applicable and necessary to improving the quality of child care for infants and toddlers would also be required. Alcoholic beverages are never allowable and should not be on any receipts/invoices. Additionally, gratuity should not exceed 20%. When in doubt, a written request should be submitted to the Sixpence CCP TA Specialist with the rationale prior to planning for the cost.

Personnel (100's) & Employee Benefits (200's)

Personnel and Benefits documentation for ALL employees, full time, and part time, needs to be reported with EVERY request for reimbursement. Follow NDE documentation requirements for Time and Effort Reporting. Guidance and sample documents are included on the Sing a Song of Sixpence Website.

Professional Services (300's): if the school district sub-contracts programmatic services, those funds are included in this budget line and the **Contractual Services Budget template is used for that entity's expenses. Any funds that the school district retains will be recorded on the Operating Budget template.** All contractual services costs must be detailed and broken out into services provided utilizing the same budget categories. Describe the product or service to be procured by contract and provide an estimate of the cost.

- **Professional Educational Services** (supporting the professional and technical development of personnel)
- **Training and Development** (may include dues, **not travel**)
 - Registration fees for workshops or training such as Circle of Security, Early Learning Guidelines, Safe with You, Go NAPP SAC, CPR/First Aid. Documentation must include registration receipt/invoice, agenda, and certificate of completion (can be from NECPRS (Nebraska Early Childhood Professional Record System).)
 - Child Care Providers: Hourly wages or stipends for attending training or meetings, stipends for receiving a higher level of education or certification, hourly wages, or stipends for substitute care while the provider is at a training/meeting. Documentation must include the full name of the stipend recipient, date of event, and proof of attendance– training certificate or sign in sheet.
 - Substitutes for Child Care Providers to attend training, etc. Documentation must include the full name of the stipend recipient, date of event, rate, total time.
 - Calculate costs separately (e.g., registration fees, training materials, meeting expenses, space rental fee) per each event
 - All training opportunities must be detailed with calculated costs per participant and event
 - It is allowable for each Coach/Program Coordinator and Child Care Provider to attend **one out-of-state training or conference per budget year. Additional out-of-state training and/or conferences and/or conferences out of the Continental United States require prior approval to be**



CHILD CARE PARTNERSHIP PROGRAMS BUDGET AND ALLOWABLE EXPENSES GUIDANCE EFFECTIVE JULY 1, 2022

NOTE: anything in **RED** is of utmost importance and includes guidance on non-allowable expenses

reimbursed. See Travel section below for additional guidance. Child Care Providers must have a detailed agreement outlining expectations and procedures in place and must have met the program requirement of achieving a Step 3 in Step Up to Quality to qualify for this expense.

- **Mileage** (not to exceed federal rate; **fuel for vehicles is not allowed**) Documentation must include beginning and ending addresses, and specific purpose of travel, i.e., more specific than “meeting.”
- **Other Professional Services** Examples:
 - Services supporting the instructional program and its administration. Examples include data entry personnel and secretarial support.
 - Trainers for professional development events or facilitators conducting workshops such as Circle of Security, Early Learning Guidelines, Safe with You, Go NAP SACC, CPR/First Aid. For each trainer/facilitator, enter the name, if known, service/programming to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Documentation must include full name, date of service, the title of program or service, and rate and total time.
 - Consultant Fees: For each consultant, enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project (e.g., Coaches, Presenters, Trainers)
 - Consultant Expenses: List all expenses to be paid to the individual consultant(s) in addition to their fees (e.g., travel, meals, and lodging)
- **Technical Services** (example: child care provided at a training for participants’ children.) Documentation must include the full name of the stipend recipient, the date of the event, and the total time.

Property Services (400’s) Telephone and internet services are not included here (they are 500’s.) Actual receipts/invoices and a narrative as to how the allocation was configured will be required to be reimbursed.

- **Maintenance and Cleaning Services** for space occupied or utilized by program staff, space for a training/meeting, equipment, and vehicles. The cost must be detailed with the percentage of space used for programming. **Non-Allowable: Occupancy costs associated with district owned buildings**
- **Rent:** costs for renting or leasing office space occupied or utilized by program staff, space for a training/meeting, equipment, and vehicles. The cost must be detailed with the percentage of space used for programming. **Non-Allowable: Occupancy costs associated with district owned buildings**
- **Minor Facility Modifications:** Any minor facilities modifications needed for the operations of program activities, excluding capital improvements, purchasing of buildings, land, or vehicles. Could include contracted construction/alterations if related to floor covering installation, electrical work, groundwork (NOT landscaping), fence installation, lead paint abatement, and renovations of buildings. **Any minor facilities modifications require prior approval from Sixpence CCP TA Specialist. Any single item over \$3,500 requires more than one bid.** Any flooring – apply the Infant/Toddler Cost Allocation up to \$25/sq.yd. Any fencing- apply the Infant/Toddler Cost Allocation up to \$30/ft. **Non-Allowable: Construction of buildings, decks, and porches, excavation, ceilings, weight-bearing walls, roofs, tornado shelter, or any work done to a building not owned by the child care partner.**



CHILD CARE PARTNERSHIP PROGRAMS BUDGET AND ALLOWABLE EXPENSES GUIDANCE EFFECTIVE JULY 1, 2022

NOTE: anything in **RED** is of utmost importance and includes guidance on non-allowable expenses

Exceptions could be granted if licensing or another state entity requires equipment/structure to be repaired or replaced for safety reasons, with proper documentation provided to the Sixpence CCP TA Specialist.

Other Purchased Services & Travel (500's)

- **Insurance** (property)
- **Communications** (telephone and internet service)
- **Postage**
- **Advertising**
- **Printing**
- **Travel:**
 - Calculate individual costs for transportation, meals, hotel, and other expenditure/expenses associated with travel, per each event. Identify the location of travel, if known. **Mileage reimbursement to staff is coded in 300's.**
 - It is allowable for each Coach/Program Coordinator and Child Care Provider to attend **one out-of-state training or conference per budget year.** **Additional out-of-state training and/or conferences and/or conferences out of the Continental United States requires prior approval to be reimbursed.** Child Care Providers must have a detailed agreement outlining expectations and procedures in place and must have met the program requirement of achieving a Step 3 in Step Up to Quality to qualify for this expense.
 - It is **NOT allowable** to pay a per diem rate to the coach, program coordinator or child care partner before the travel occurs. All travel expenses, including meals and transportation, must have itemized receipts to be reimbursed and may not exceed the General Services Administration (GSA) per diem rate. <https://www.gsa.gov/travel/plan-book/per-diem-rates>.

Supplies (600's) – below \$5000 for each individual item: Infant/Toddler Cost Allocation, as documented in the Letter of Agreement with each child care provider will be applied for any supplies which are utilized by more than just infants/toddlers.

- **General Supplies** Any cost pertaining to the consumable materials and/or the materials used for enhancing the quality of infants and toddlers in Family Child Care Homes and/or Centers. Examples include: supplies for family engagement/involvement events which support child care-to-home connections/supports (i.e. Ready Rosie subscriptions and incentives to participate), curriculum for child care partners (see approved list by Step Up to Quality), assessment tools (ex: ASQ-3, ASQ-SE), cots and mats, cribs (federally approved), high chairs, cribs mobiles, child sized tables and chairs, strollers, books, nursing supplies, storage containers, tummy time mats, Exer-saucers, riding toys, glider rockers, bulletin boards, copier, printer, laminator, tables for events, barriers surrounding furnace or water heater; paint, area rugs, toddler sized toilets and sinks, diapers, wipes, sheets,



CHILD CARE PARTNERSHIP PROGRAMS BUDGET AND ALLOWABLE EXPENSES GUIDANCE EFFECTIVE JULY 1, 2022

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baskets and storage tubs, fans, baby monitors, first aid kits, car seats, safety gates, outlet covers, other safety tools, locks, locked or indoor storage, thermometers, sunscreen, smoke detectors, carbon monoxide detectors, filing cabinet and office supplies required to meet Sixpence CCP program requirements, art supplies, paper goods/serving items for meals, outdoor shades, window covering, ground covering.

- Centers only: dishwasher, washing machine, dryer, oven, microwave, refrigerator, vacuum
- Program Coordinator/Coach only: office furnishings such as desks, shelving, office supplies. **Non-allowable for child care providers.**
- Computers and Printers for Child Care– Apply the cost allocation, up to \$1,000 per group of Infants/Toddlers. Technology-related supplies include supplies that are typically used in conjunction with technology-related hardware or software. Examples: monitor stands, iPads, and PCs that fall below capitalization thresholds of less than \$5,000..
- **Non-Allowable expenses:** gift cards, infant: swings, walkers, jumpers, bouncy seats, and rock 'n plays; swimming pools, trampolines, portable sinks, air conditioners, air cleaners, (de)/humidifiers, furnaces, showers, sliding glass doors, water heaters, couches for adult use, recliners for adult use, and Promotional Items.
- **Non-Allowable for Family Child Care Homes (with dual private use/occupation/residence):** All the above plus dishwasher, washing machine, dryer, oven, microwave, refrigerator, vacuum, furnishings available for dual usage (personal and business.)
- **Utilities:** actual receipts/invoices and a narrative as to how the allocation was configured will be required to be reimbursed.
- **Gasoline fuel for vehicles is not allowed**
- **Technology devices**

Capital Assets/Furnishings (700's) – above \$5000 for each individual item: Infant/Toddler Cost Allocation, as documented in the Letter of Agreement with each child care provider will be applied for any furnishings which are utilized by more than just infants/toddlers. **Any single item over \$3,500 requires more than one bid.**

- **Furniture and Fixtures**
 - Expenditure for equipment used for sitting, as support for writing and work activities, and as storage space for material items. Example: office furnishings for Coach/Program Coordinator.
 - List costs for each nonexpendable item to be purchased. Nonexpendable equipment is a tangible property with more than 2 years of useful life.
 - Explain why the equipment is needed for the project to succeed.
 - **Non-Allowable expenses:** office furnishings for providers
- **Other Equipment:** Expenditures for all other equipment not classified elsewhere, i.e., playground equipment. The Board of Trustees reserves the right to cap this amount.



**CHILD CARE PARTNERSHIP PROGRAMS BUDGET AND ALLOWABLE EXPENSES GUIDANCE
EFFECTIVE JULY 1, 2022**

NOTE: anything in **RED** is of utmost importance and includes guidance on non-allowable expenses

Administrative Expenses:

- **Administrative Expenses** When applicable, administrative costs as allowable to ensure outcomes are achieved, and are not to exceed the district's non-restricted allowable rate set by NDE. This rate shall be included in the budget narrative.

<https://fos.education.ne.gov/fos/ASPX/IndirectCost/Default.aspx>.



**QUALITY CRITERIA FOR CHILD CARE PARTNERSHIP PROGRAMS
(IN ADDITION TO STEP UP TO QUALITY STANDARDS & INDICATORS)**

Sixpence programs must work in partnership with other community entities to maintain the highest quality required by any entity in the partnership (i.e., Head Start/Early Head Start Performance Standards, Child Care Licensing.)

Quality Criteria	Child Care Partnership Program (School District, ESU, Head Start)	Child Care Partners (Licensed Child Care Providers)
<p>Staff Qualifications</p>	<p><u>Program Coordinator (PC)</u>- Sixpence Child Care Partnerships require a PC to be a certified teacher with 9 college credit hours in Early Childhood Education, recognized by NDE Rule 11. The PC must be employed by or contracted (directly or indirectly) with the school district, with salary and benefits commensurate with the district. The PC shall possess the experience and skills to provide program management and mentoring/coaching opportunities with the child care provider(s) and demonstrate a connectedness to the district's resources</p> <p><u>Coach</u>: should have a degree in early childhood education or a related field, have excellent oral and written communication skills, strong interpersonal skills, and the ability to develop reports and track data. Ideally, Coaches have at least five years of experience working in early childhood or a related field in a leadership role or as a coach or mentor.</p>	<p><u>Child Care Partners-</u></p> <ul style="list-style-type: none"> • Enroll in Step Up to Quality (SUTQ); prior to entering a formal partnership, via Letter of Agreement with school district/contractor, • participate in coaching. • participate in data and evaluation collection • achieve a Step 3 within 3 years. • maintain at least a Step 3 to continue partnering beyond the initial three-year program term. <p>If lost, CCPs (Child Care Partners) must re-attain at least Step 3 to enter a formal partnership beyond the initial three-year program term.</p>
<p>Professional Development</p>	<p><u>Program Coordinator and Coach</u>: must have training/ knowledge/ experience in reflective supervision, infant-toddler development, family engagement, and management of an early childhood program.</p> <ul style="list-style-type: none"> • Prior to coaching, PC/Coach shall attend 2-day Nebraska Early Childhood Coach Training. • PC/Coach shall attend the Introduction to Environment Rating Scale and Practice Using the ERS (Environment Rating Scale) trainings, and Introduction to Toddler CLASS. • PCs/Coach will participate in required meetings and trainings facilitated by Sixpence. • PCs/Coaches will participate in required Coach Booster Trainings • PCs/Coaches will participate in required Pyramid Model Trainings 	<p><u>Child Care Partners: must participate in all trainings required by DHHS (Department of Health and Human Services) Child Care Licensing and trainings needed to achieve Step Three within three years of signing a Letter of Agreement with Child Care Partnership Program.</u></p>

Attachment E

Quality Criteria	Child Care Partnership Program (School District, ESU, Head Start)	Child Care Partners (Licensed Child Care Providers)
<p>Consultation/Coaching</p>	<p>It is recommended that one dedicated full-time Coach should partner with a minimum of five (classrooms/family childcare homes) of infants/toddlers. Fewer groups of children should be included in the partnership if the Coach/PC will not be a full-time employee or if they will have other non-Sixpence program responsibilities. This recommended ratio can be applied to communities with fewer than 5 CCPs and should NOT deter a community from applying.</p> <ul style="list-style-type: none"> • Upon program term beginning, all CCPs receive face-to-face consultation/coaching no less than twice a month with the Coach, until Step Three is achieved. Once the program has achieved Step Three, fewer contacts are appropriate and allowable, but face-to-face contacts should occur no less than once a month throughout the course of the program term. • CCP (Child Care Partnerships) Coaches will assist programs in achieving Steps 1 and 2. During this time, CCP Coaches will work directly with the director/lead designee/FCC provider and Infant/Toddler Classroom Teachers. • Once a program achieves Step 1, a Letter of Agreement is signed, and funds can be used to support quality improvement for Infants and Toddlers. • Once Step 2 is complete, programs will be encouraged to request a SUTQ coach. • If a program chooses to request a SUTQ coach, the SUTQ Coach will begin coaching with the program lead and the CCP Coach will focus on coaching Infant/Toddler classrooms. • Program Coordinators/Coaches will check in with program lead/director to collect information for monthly reports, scholarship needs, required data collection, training needs and purchase orders. • The SUTQ and CCP Coach will collaborate with the program lead during a monthly check-in to discuss ways that CCP funds can support needs that are being identified in each of the SUTQ Standard areas. • The SUTQ Coach, Program Lead and CCP Coach will discuss a timeline to ensure the program reaches Step Three within three years. • Coaches will be responsible for documenting weekly coaching notes, monthly SUTQ collaboration meeting notes, and creating action plans that guide the Sixpence funds to support the Child Care Programs progress towards higher quality. 	<p>Child Care Partners must be enrolled in Step Up to Quality (SUTQ); prior to entering a formal partnership, via Letter of Agreement with school district/contractor,</p> <ul style="list-style-type: none"> • Participate in coaching • Participate in data and evaluation collection • Participate in monthly SUTQ/CCP Collaboration meetings • Achieve Step 3 within 3 years. • Maintain at least a Step 3 to continue partnering beyond the initial three-year program term.

Attachment E

<p>Supervision</p>	<ul style="list-style-type: none"> •Program Coordinator/Supervisor has specific training in reflective supervision, infant-toddler development, early childhood program management, and is aware of childcare regulations. •PC/Coach receives individual or group supervision at least weekly, and this includes education, coaching and an opportunity to reflect upon practice and problem solve around PC/Coach's/CCPs needs. • Coordinated supervision can be provided by more than one person and must include a process to verify program compliance (i.e. documentation review.) •PC/Coach will complete CCP Monthly Check in Form and participate in quarterly calls with Sixpence CCP TA. 	
<p>Community Partnerships</p>	<p>Whenever possible and feasible, districts should provide an opportunity for all the existing childcare providers within the community to become a partner, to whichever degree is mutually agreeable. If not feasible to include all CCPs, applicants should establish selection criteria to prioritize programs serving the highest numbers of at-risk infants and toddlers.</p> <p>A local early childhood advisory committee that includes early childhood professionals, families and community members is required. Coaches/Program Coordinators will assist Child Care Partners in identifying parents that could participate on local early childhood advisory committee.</p> <p>If there is an Early Head Start/Head Start program that serves the community, that program must be provided an opportunity to serve on the advisory committee. Additional representation might include the following: existing early childhood care and education providers, preschools, providers of early intervention and early childhood special education services, Planning Region Teams, Early Learning Connections Coordinators, resource and referral agencies, parents, and health and social service personnel.</p> <p>An existing early childhood advisory group can meet the requirement for the advisory group if the representation includes those persons listed above and the mission of the group is expanded to encompass the purpose of this program.</p>	<p>Child Care Partners will assist in identifying parents that could participate on the local early childhood advisory committee.</p>
<p>Staff/Child Ratio, Group Size, & Health & Safety</p>	<p>Each month, verify the licensing status at http://dhhs.ne.gov/publichealth/Documents/ChildCareRoster.pdf and check for any licensing disciplinary actions on http://www.nebraska.gov/LISSearch/search.cgi.</p>	<p>Child Care Partners must meet or exceed state childcare licensing regulations and be in good standing with childcare licensing.</p>

Attachment E

Quality Criteria	Child Care Partnership Program (School District, ESU, Head Start)	Child Care Partners (Licensed Child Care Providers)
Family Engagement	<p>Coaches/Program Coordinators will assist Child Care Partners in identifying parents that could participate on local early childhood advisory committee.</p> <p>Coaches/Program Coordinators will assist Child Care Partners in providing resources to meet the needs of the families they serve.</p>	<p>Child Care Partners use specific communication methods with families, such as newsletters, electronic messaging, and social media to inform families about their children's learning and development or parent training opportunities such as.</p> <ul style="list-style-type: none"> • Child Nutrition • Breastfeeding and Infant Feeding • Farm to ECE • Infant & Child Mental Health/Social-Emotional • Oral Health • Infant & Child Physical Activity • Outdoor Play & Learning • Screen Time • Ready Rosie • Circle of Security <p>• Provide written information about philosophy, policies, and procedures, which shall encourage family engagement.</p> <p>•Have access to translation resources or services.</p> <p>•Offer at least one family conference per year to discuss child's progress and needs. Assessment information is shared with the family.</p> <p>•Agree to serve children and families receiving childcare subsidy.</p>
Classroom Practices/ Curriculum	<p>Coaches/Program Coordinators will assist Child Care Partners in selecting curriculum and support training needs for lead teaching staff.</p>	<p>Lead teaching staff is trained on and utilizes an evidence based/developmentally appropriate curriculum within two years of signing initial Letter of Agreement.</p>
Developmental Screening & Assessment	<p>Coaches/Program Coordinators should have a procedure in place to meet with community service providers for IFSP and/or IEP planning for children with special needs.</p>	<p>Child Care Partners are required to implement a child assessment tool that is approved by Step Up to Quality.</p> <p>The chosen screening tool should be used for each Sixpence child within 45 days (about 1 and a half months) of a child's enrollment, and at each interval of development/age.</p> <p>Sixpence CCP Partners are required to use the data from the chosen screening tool, and input from families, to inform instruction for each Sixpence child, as well as make referrals to the Early Development Network (EDN), as the tool indicates.</p> <p>Sixpence CCP Partners should participate in IFSP and/or IEP planning for children with special needs.</p>
Inclusive Practices	<p>When selecting Child Care Partners, CCP Programs should have a selection process in place that strives to serve an average of 50% of infants and toddlers with at least one of the identified risk factors.</p>	<ul style="list-style-type: none"> • An average of 50% of infants and toddlers served by all CCPs qualify under at least one of the identified risk factors. <ul style="list-style-type: none"> ○ primarily speak/hear a language OTHER than English in their home ○ qualify for child care subsidy or meet the USDA Food Program's free/reduced lunch income qualification ○ born to a teenage parent (younger than 20 years of age) ○ have a parent who has NOT completed high school or a GED ○ born premature (<37 weeks)

Quality Criteria	Child Care Partnership Program (School District, ESU, Head Start)	Child Care Partners (Licensed Child Care Providers)
<p>Evaluation</p>	<p>PC/Coach will communicate with MMI and Child Care Partners to ensure that required data collection is completed.</p>	<p>Child Care Partners must participate in SUTQ and show improvement in quality to achieve Step 3 within three years. To track progress towards that outcome, CCPs must participate in evaluation as determined by Sixpence Board of Trustees:</p> <p style="text-align: center;">CHILDCARE CENTERS</p> <ul style="list-style-type: none"> • ITERS baseline observation will be conducted on one infant and one toddler classroom (after Step One has been achieved and LOA has been signed). • ITERS will be conducted yearly, or until Step Three has been achieved. • Once Step Three has been achieved, CLASS observations will be conducted yearly as programs continue working towards higher quality. <p style="text-align: center;">FAMILY CHILDCARE HOMES</p> <ul style="list-style-type: none"> • FCCERS baseline observation will be conducted (after Step One has been achieved and LOA has been signed). • FCCERS will be conducted yearly, or until Step Three has been achieved. • Once Step Three has been achieved, CLASS observations will be conducted yearly as programs continue working towards higher quality.

Attachment E

<p>Administration</p>	<p>The school district of enrollment is required to assign an NDE Individual Student Identifier from the Nebraska UniQID System to each child served by this Sixpence program, regardless of their anticipated home school enrollment.</p> <p>If Sixpence funds are used to support childcare scholarships, programs must have a system to provide oversight and accountability, and utilize an application system which describes the selection criteria and attempts to utilize childcare subsidy before scholarship funds will be disbursed.</p> <p>PC/Coach will encourage programs to utilize all publicly available funding sources such as CACFP (Child Adult Care Food Program) should be utilized. PC/Coach shall assist CCP and families in obtaining application and approval.</p> <p>PC/Coach will complete Monthly Reports and Quarterly CCP Check In forms.</p> <p>PC will ensure that reimbursements are submitted monthly.</p>	<p>Child Care Partners:</p> <ul style="list-style-type: none"> • Must complete a Letter of Agreement once they have achieved Step One and each year after. • Must offer services on a full-day, year-round basis, meeting working families' needs. • Must maintain records providing evidence of sound, professional financial practices. • Must have an attendance policy that encourages consistent attendance, filling vacancies within a reasonable timeframe and is clearly communicated to families upon enrollment. • Must implement and maintain a process for ensuring that children most at-risk are enrolled in the program. • Must agree to serve children and families receiving childcare subsidy.
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Supplemental Guide for Sixpence Child Care Partnership Grant Programs Participating in Step Up to Quality

**This document outlines additional requirements and should be used
in partnership with the Program Guide to Nebraska's Step Up to
Quality Standard, Rating and Improvement System**

This supplemental document communicates the additional requirements of Sixpence Child Care Partnerships to *A Program Guide to Nebraska's Step Up to Quality Standards, Rating and Improvement System*. Unless otherwise noted, all Sixpence Child Care Partners will follow the protocol set forth in that document.

Participation in Step Up to Quality

Sixpence Child Care Partners must be a participant in Step Up to Quality prior to the beginning of the initial grant period, as verified through the Nebraska Professional Record System prior to grant funds being distributed. In addition, all Sixpence Child Care Partners must achieve a Step 3 in Step Up to Quality within the initial three-year grant period. To insure this, several expectations within Step Up to Quality are required for Sixpence Child Care Partnerships, as indicated within this supplemental document in **green text**.

Coaching

Sixpence Child Care Partnerships require a Program Coordinator to be a certified teacher with 9 college credit hours in Early Childhood Education, recognized by NDE Rule 11, employed by the school district or contracted through the ESU. The Program Coordinator shall provide grant management and mentoring opportunities with the community child care provider, and shall be cross trained as a Step Up To Quality Coach. As determined by the Child Care Partner, the Program Coordinator is preferred to be, but is not required to be, the Step Up to Quality Coach, however, coaching is a required component for Sixpence Child Care Partnerships. All Sixpence Child Care Partnership coaches are required to meet the qualifications of, be trained as, and adhere to the requirements of the Step Up to Quality Coaches.

Upon grant term beginning, all Child Care Partners receive face-to-face consultation/coaching at least weekly with the Sixpence Program Coordinator/Coach. As the grant term continues, and all parties agree, fewer contacts are appropriate and allowable, but face-to-face contacts should occur no less than monthly throughout the course of the grant. Every effort is expected to be made to collaborate with any other coaching initiatives to insure the programs' needs are met without being burdensome. The consultation/coaching shall include education, an opportunity to reflect upon practice and problem solve around children's needs.

A Quality Action Plan will be developed which guides the Sixpence funds to support the Child Care Providers' progress towards higher quality.

Step Up to Quality Rating

Child care partners must submit for a rating within the timeframe established by Step Up to Quality to allow for the rating of at least a Step 3 to be received well in advance of the end of the three-year grant term, or the partner risks not being able to continue with grant activities.

Earning Points

Sixpence Child Care Partnerships may require additional points in certain Quality Standards, and/or a quicker timeline to implement the standards.

Quality Standard 1: Learning Environments, Program Curriculum, and Interactions

1A: Training

Indicator 1: The program lead designee attends the *Introduction to the Environment Rating Scale* training. Sixpence Child Care Partners are required to attend this training within the first year.

Indicator 6: The program lead designee completes the Quality Action Plan based upon the ERS assessment. Sixpence Child Care Partners are required to attend this training within the first year.

1A: Observations

Indicator 9: Environment Rating Scale (ERS) Observation. TWO ERS Scales may be used:

- Infant/Toddler Environment Rating Scale-Revised (ITERS-R) for children from birth to 2 ½ years of age.
- Family Child Care Environment Rating Scale- Revised (FCCERS-R) for family child care home programs.

ERS items are scored on a 1-7 continuum with 7 considered excellent and 1 considered inadequate.

Sixpence Community Childcare Partners are required to have an ERS observation at the beginning of the grant, prior to coaching starting, and at the beginning of years 2 and 3, if Step 3 hasn't been achieved. The results of these observations will be used to create the Quality Action Plan in conjunction with the Sixpence Program Coordinator/Coach. The ERS observation may be conducted by Sixpence Evaluators or Step Up to Quality in conjunction with the rating process. When the observation is conducted by Step Up to Quality, the Child Care Partner shall provide the ERS score sheets to the Sixpence Evaluators. Step Up to Quality will accept ERS observations provided by Sixpence Evaluators for rating purposes as long as the observation occurred within the past year. The scores are expected to improve throughout the grant term.

For CCPs to continue partnering beyond the first three-year program term, they must have achieved at least Step 3 and continue working towards a Step 4/5. For CCPs who have achieved a Step 5, utilization of an existing observation tool such as CLASS, or ITERS, TPITOS* or FCERS or may be submitted to UNMC-MMI for evaluation purposes. *For programs implementing Pyramid. For programs not implementing Pyramid, UNMC-MMI will coordinate a CLASS, ITERS or FCERS observation annually after Step 5 has been achieved.

1B: Curriculum, Learning and Staff Supports

Indicator 1: The program utilizes an evidence- based/developmentally appropriate curriculum. Sixpence Child Care Partners are required to utilize an evidence-based curriculum within the first two years.

Indicator 2: The program curriculum aligns with the Nebraska Early Learning Guidelines. Sixpence Child Care Partners are required to meet this within the first two years.

Indicator 3: Lead teaching staff or Family Child Care Home owner is trained on the program curriculum. Sixpence Child Care Partners are required to meet this within the first two years.

Indicator 4: Lead teaching staff or Family Child Care Home owner complete the Nebraska Early Learning Guidelines Domain Training Series. Sixpence Child Care Partners are required to meet this within two years.

Quality Standard 2: Child Outcomes

Indicator 1: Developmental screening is conducted within 90 days of a child's enrollment and the results are shared with families. In addition, within the first year, Sixpence Child Care Partners are required to use the chosen screening tool for each Sixpence child within 45 days of a child's enrollment, and at each interval of development/age. Sixpence Child Care Partners are required to use the data from the chosen screening tool, and input from families, to inform instruction for each Sixpence child, as well as make referrals to EDN, as the tool indicates.

Indicator 2: Ongoing assessment of children's strengths and needs are aligned with the Nebraska Early Learning Guidelines and are used to develop education plans, monitor progress, and inform instruction. Within the first two years, Sixpence Child Care Partners are required to implement a child assessment tool that is approved by Step up to Quality.

Indicator 3: The program conducts a periodic review and use of child assessment data for continuous program improvement. Within the first two years, Sixpence Child Care Partners are required to implement a child assessment tool that is approved by Step up to Quality.

Indicator 4: The program shares individualized child data from ongoing assessments with families. Within the first two years, Sixpence Child Care Partners are required to implement a child assessment tool that is approved by Step up to Quality.

Indicator 5: The program provides evidence of family involvement in the development of transition plans for individual children. Sixpence Child Care Partners are required to meet this within the first year.

Indicator 6: The program has a procedure in place to meet with community service providers for IFSP and/or IEP planning for children with special needs. Sixpence Child Care Partners are required to meet this within the first year.

Indicator 7: The program staff participates in IFSP and/or IEP planning for children with special needs. Sixpence Child Care Partners are required to meet this within the first year.

Quality Standard 3: Professional Development and Ongoing Training

Indicator 3: All full-time administrative/teaching staff have at least 24 clock hours of in-service training per calendar year (or 3 semester credit hours of college coursework per calendar year.) Sixpence Child Care Partners are required to meet this within the first year, and every year thereafter.

Quality Standard 4: Family Engagement and Partnerships

Indicator 1: The program honors the child's home language and encourages home language development by greeting children who are English Language Learners (ELL) and their families in the home language or using simple phrases from a child's home language in daily communication with the child. *Sixpence Child Care Partners are required to meet this within the first year.*

Indicator 2: The program provides materials and resources in a way that is accessible to all families including ELL families. *Sixpence Child Care Partners are required to meet this within the first year.*

Indicator 3: The program informs families when there will be a change in teacher or a substitute teacher, when a field trip is planned, and when a child will change classrooms. *Sixpence Child Care Partners are required to meet this within the first year.*

Indicator 4: The program has communication strategies for informing families about their children's learning and development. *Sixpence Child Care Partners are required to meet this within the first year.*

Indicator 5: There is a defined procedure for the family to provide feedback to the program. *Sixpence Child Care Partners are required to meet this within the first year and to share feedback with grantee.*

Quality Standard 5: Program Administration

Indicator 1: Center-based programs: The program has procedures for orienting new staff and assistant(s) to the program. The program has a written staff handbook. *Sixpence Child Care Partners are required to meet this within two years.*

Indicator 1: Family Child Care programs: The program has procedures for orienting assistants and/or substitutes to the program including meeting children and families before assuming responsibilities. *Sixpence Child Care Partners are required to meet this within two years.*

Indicator 2: There are self-assessments or appraisals of teaching staff competencies and professional development plans for improving skills. *Sixpence Child Care Partners are required to meet this within the grant term.*

Indicator 3: Center-based programs: A written salary scale or a plan for compensation of all teaching staff, substitutes, and assistants in the program is defined and implemented taking into account staff education and years of experience. *Sixpence Child Care Partners are required to meet this within the grant term.*

Indicator 3: Family Child Care programs: A plan for compensation of owners, substitutes and assistants working in the family child care home is defined and implemented taking into account staff education and years of experience. *Sixpence Child Care Partners are required to meet this within the grant term.*

Indicator 4: The program has a budget that projects income and expenses annually. *Sixpence Child Care Partners are required to meet this within two years.*

Indicator 5: The program reports income to the IRS and claims expenses related to the program. *Sixpence Child Care Partners are required to meet this within the first year.*

Indicator 6: The program has records to keep track of income and expenses. *Sixpence Child Care Partners are required to meet this upon grant commencement, prior to grant funds distributed.*

Indicator 7: The program has a written agreement with the families for hours of operation, days the program is closed, fees, and a fee payment schedule, including late fees. Sixpence Child Care Partners are required to meet this within the first year.

Sixpence Contact:

Deb Reiman, Sixpence TA Specialist
402-274-8846
dreiman@nebraskachildren.org



Letter of Agreement with
Childcare Partnership Programs
2022-2023

INSERT YOUR
PROGRAM LOGO

(YOURPROGRAM NAME) Sixpence Childcare Partnership located at (YOUR ADDRESS), hereby enter in to a partnership agreement with (Community Childcare Partner Name) hereinafter referred to as "CCP" at (Community Childcare Partner Address).

TERMS OF PARTNERSHIP AGREEMENT

This agreement shall begin on (enter date) and end on (enter date), and will be updated annually. It is expected that the CCP will remain in a partnership for three years from the start date of the initial agreement. Continuation beyond the initial three year period is desired to continue to enhance and maintain the level of quality which was achieved, but is dependent upon funding and approval by the Sixpence Board of Trustees. In the event that this agreement of partnership is terminated prior to the end of the initial three year term and annually thereafter, (enter end date of initial three-year term or continuation term) (Your Program Name) will collect items/materials purchased for the Childcare Partnership at the discretion of the (Program Coordinator, Supervisor...decision maker for your program and school district). Either party may terminate the agreement for any reason, including funding discontinued, upon submission of written notice to the other party at least (30) days prior to the effective date of termination.

ACKNOWLEDGEMENT OF FUNDING

Expenses are to be pre-approved by the (Program Coordinator, coach, supervisor) and must prove to better the childcare service delivery of Infants and Toddlers in Nebraska. To achieve this, a cost allocation will be applied to any expenses that do not serve infants and toddlers only. **To configure that cost allocation: divide total number infants/toddler slots to be served: _____ by total number of children slots to be served: _____ = _____ %.**

For all publications that result from work with the Sixpence Childcare Partnership, programs shall acknowledge the project was supported through the following sources of funds:

Programs shall use: "Funding received through Child Care and Development Fund, USDHHS, NDHHS, Nebraska Children and Families Foundation, and Sixpence."

ACKNOWLEDGEMENT OF PARTICIPATION

The CCP agrees to participate in Step Up To Quality and show improvement in quality to achieve a Step 3 within three years of the entering into a formal partnership with the local school district. To achieve this, the CCP also agrees to:

- Sign and comply with the expectations outlined in the Mutual Expectations Agreement, see attachment;

Attachment G

- Participate in face-to-face coaching at **twice a month** with fewer contacts as the program progresses and as mutually agreed upon, but no less than monthly throughout the course of the program term;
- Maintain records providing evidence of sound, professional financial practices;
- Have an attendance policy that encourages consistent attendance, filling vacancies within a reasonable timeframe and is clearly communicated to families upon enrollment;
- In conjunction with the Sixpence CCP Program Coordinator/Coach, have communication strategies in place for informing families about their children's learning and development. Family Engagement topics may include, but aren't exclusive to; child nutrition, Breastfeeding and Infant Feeding, Farm to ECE, Infant and Child Mental/Social Emotional Health, Oral Health, Infant and Child Physical Activity, Outdoor Play and Learning, and technology use Guidelines using Sixpence Technology Use Position Statement, see attached. Such education topics can be provided as a group, individually, or distributed to families.
- Provide written information about philosophy, policies and procedures which shall encourage family engagement;
- Participate in evaluation provided by UNMC Monroe Meyer Institute as determined by Sixpence Board of Trustees which includes:
 - Environmental Rating Scale baseline (prior to coaching or participation in funded activities), and annually until Step 3 has been achieved.
 - **Once Step 3 has been achieved, continue to work towards higher steps in Step Up to Quality and agree to yearly Toddler CLASS observations.**
 - Provider Satisfaction Survey and Demographic Survey.
 - Additional surveys or focus groups as requested.
- Participate in and utilize all publicly available funding sources such as CACFP whenever possible.

The Sixpence CCP Program is designed to increase the accessibility of high-quality care for Nebraska's youngest and most vulnerable children. Therefore, CCPs agree to report enrollment data, and implement and maintain a process for ensuring the children most at-risk are enrolled in the program, striving towards serving 50% infants/toddlers who qualify as at-risk:

- poverty, as defined by Federal guidelines for free or reduced lunch, or qualifying for child care subsidy;
- born prematurely, with typical or low birth-weight;
- English is not the primary language spoken in the home;
- Parents who are younger than 20, or;
- Parents who have not completed high school.

Attachment G

To achieve this, CCP agrees to serve children who qualify for childcare subsidy. (insert details of stipends or incentive to providers).

To support participation in required trainings/meetings, (insert program name) agrees to compensate by (insert details of stipends or incentive to providers and expectations/process to receive those funds)

ACKNOWLEDGEMENT OF AGREEMENT

By signing this Letter of Agreement, I am accepting this agreement in its entirety. Additionally, I am giving permission to both (your program name) and Sixpence Early Learning Fund to use my name and/or the name of my childcare program. I acknowledge my involvement with the (insert program name) Sixpence Child Care Partnership Program in cooperation with Step Up To Quality program in printed materials, on websites associated with the agencies listed, and in communication with funders. I acknowledge that all equipment, materials and resources provided to me through the (insert program name) and Sixpence Childcare Partnership Program are explicitly the property of (insert program name) and I will maintain accurate inventory and insure the appropriate use for the intended purpose. Failure to comply or fulfill requirements set forth through participation of this program or premature termination of the agreement, whether mutually agreed upon or not, deems the CCP will return any and all non-consumed resources to (your program name) within thirty (30) calendar days. Amendments to this Agreement may be required for additional funded activities/expenses.

District Official/Administrator Printed Name and Title

District Official/Administrator Signature and Date

Sixpence CCP Program Coordinator/Coach Signature and Date

Child Care Partner Signature and Date

Attachment G

Attachments:

- Sixpence Child Care Partnerships and Step Up To Quality Coach Roles & Collaboration
- Mutual Expectations Agreement
- Sixpence Technology Use Position Statement

Attachment H

Instructions for completion and submission:

- Enter Child Care Program name and the Date of their initial agreement. (Ex: If you have been coaching them for three years, enter the date they signed their agreement three years ago prior to coaching.)
- Update information related to director name, license type & license number.
- Each month, update Step rating via NECPRS. List expiration dates or other important dates, ex: rating window, submission dates
- Each month, verify the licensing status at <http://dhhs.ne.gov/publichealth/Documents/ChildCareRoster.pdf> and check for any licensing disciplinary actions on <http://www.nebraska.gov/LISSearch/search.cgi>. Record the date that this was done and if there's a status other than "active" record the expiration date. Notify Sixpence TA if any status other than "Active" is posted or is reported to the coach.
- When determining the "groups of children", a group would be considered an individual classroom assigned to one teacher. A group of children could also be determined by following the Provider/Child Ratio for DHHS Children's Services Licensing.
- When counting infants/toddlers, keep in mind the Transition Policy states, "As appropriate, a child may remain in a Sixpence program, following their third birthday, until he or she is eligible to transition into another program. Sixpence programs may not enroll children who are age three but rather continue to serve children through age three that are already enrolled in the program." When a toddler turns three and transitions to a preschool classroom, they should not be counted any longer.
- When counting "% at-risk" these are infants/toddlers who qualify for at least one of these risk factors:
 - primarily speak/hear a language OTHER than English in their home
 - qualify for a Title XX child care subsidy or meet the USDA Food Program's free/reduced lunch income qualification
 - born to a teenage parent (younger than 20 years of age)
 - have a parent who has NOT completed high school or a GED
 - born premature (<37 weeks)
- When reporting the ERS observation date(s) include the observer name and by which entity the observation is being conducted (UNMC or SU2Q). If you have upcoming observations scheduled, include the dates or SU2Q rating window.
- When reporting the ERS score(s), include the month and year of the observation and the room (Ex: Infants or Toddlers)
- Update information related to the CCP Coach Name and # of coaching sessions provided. Please note if the session was with a director or a



Sixpence Child Care Partnerships Grantee:
Program Coordinator:
Report for month & year:

teacher. List the dates that coaching notes were entered in to NECPRS.

- In the last column, list any other coaching efforts that are also working with the program. Please include the name of the coach, the initiative and if you did any coaching sessions or collaborating together.
- Calculate the total number of infants and toddlers and % at-risk each month.
- Submit report via grantee portal on www.singasongofsixpence.org on the first working day of the following month.











CCP 2022-23 Contract -Grand Island

Final Audit Report

2022-08-12

Created:	2022-07-21
By:	Chris Nord (cnord@nebraskachildren.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPgbwPkL_BVUhIHP7P283WAFFsmQI2SKx

"CCP 2022-23 Contract -Grand Island" History

-  Document created by Chris Nord (cnord@nebraskachildren.org)
2022-07-21 - 3:12:19 PM GMT- IP address: 174.30.71.208
-  Document emailed to mjpankoke@nebraskachildren.org for signature
2022-07-21 - 3:13:18 PM GMT
-  Email viewed by mjpankoke@nebraskachildren.org
2022-07-21 - 4:17:34 PM GMT- IP address: 162.210.5.115
-  Signer mjpankoke@nebraskachildren.org entered name at signing as Mary Jo Pankoke
2022-07-21 - 4:17:51 PM GMT- IP address: 162.210.5.115
-  Document e-signed by Mary Jo Pankoke (mjpankoke@nebraskachildren.org)
Signature Date: 2022-07-21 - 4:17:52 PM GMT - Time Source: server- IP address: 162.210.5.115
-  Document emailed to Tawana Grover (tgrover@gips.org) for signature
2022-07-21 - 4:17:55 PM GMT
-  Email viewed by Tawana Grover (tgrover@gips.org)
2022-08-12 - 1:35:31 PM GMT- IP address: 204.234.22.220
-  Signer Tawana Grover (tgrover@gips.org) entered name at signing as Dr. Tawana Grover
2022-08-12 - 7:17:31 PM GMT- IP address: 204.234.22.220
-  Document e-signed by Dr. Tawana Grover (tgrover@gips.org)
Signature Date: 2022-08-12 - 7:17:32 PM GMT - Time Source: server- IP address: 204.234.22.220
-  Agreement completed.
2022-08-12 - 7:17:32 PM GMT

PANORAMA EDUCATION – SERVICE ORDER



Primary Contact Information			
Client		Panorama Education, Inc. ("Panorama")	
<i>Client Legal Name ("Client")</i>	Grand Island Public Schools	<i>Company Name</i>	Panorama Education, Inc.
<i>Primary Contact, Title</i>	Robin Dexter, Associate Superintendent	<i>Primary Contact, Title</i>	Cameron Falk, Account Director
<i>Billing / Payment Address</i>	Kneale Administration Building 123 South Webb Road	<i>Billing Address</i>	24 School St. Fourth Floor
<i>City / State / Zip</i>	Grand Island, NE 68802	<i>City / State / Zip</i>	Boston, MA 02108
<i>Primary Contact Email Address</i>	rdexter@gips.org	<i>Email</i>	cfalk@panoramaed.com
<i>Primary Contact Phone Number</i>	308-385-5900	<i>Phone</i>	512-579-7882
<i>Accounts Payable Contact</i>	Robin Dexter		
<i>Accounts Payable Email Address</i>	rdexter@gips.org		
<i>Purchase Order Required?</i>	Yes [] No []		

(1) Description of Services and (2) Fees		
Description of Services	Fees	
Annual Licenses: Panorama Surveys and SEL: Platform License District-Wide Access to platform and Support (as defined in the Terms and Conditions): Survey administration, analysis, and reporting. <ul style="list-style-type: none"> ● Student Surveys ● Teacher/Staff Surveys ● Family Surveys ● Community Surveys ● Project Management 	Effective Date:	9/14/2022
	Contract Term:	<u>9/14/2022 - 9/13/2023</u>
	Annual License Fee:	\$48,000 / year
	Subtotal License Fee Over Contract Term:	\$48,000

PANORAMA EDUCATION – SERVICE ORDER



<p>Services:</p> <p>Data Inquiry & Action Planning Workshop Give school leaders and educators in your district strategies and tools to understand, interpret, and take action based on data. Panorama will facilitate 1 virtual session covering Panorama reports, goal setting, action planning, and other topics customizable to Grand Island.</p>	<p><i>Annual Services Fees:</i></p> <p><i>Subtotal Services Fees Over Contract Term:</i></p>	<p>\$4,000 / year</p> <p>\$4,000</p>
	<p><i>Total Annual Contract Fee:</i></p> <p><i>Total Over Contract Term:</i></p>	<p>\$52,000 / year</p> <p>\$52,000</p>

(3) Agreement

The entire agreement by and between Client and Panorama ("Agreement") consists of (i) the terms set forth in this Service Order ("SO") and (ii) the terms attached as Exhibit A to, and hereby incorporated by reference into, this SO ("Terms").

(4) Supplemental Terms and Conditions (if any)

Authorization

By signing below, Client and Panorama ACCEPT AND AGREE TO the Agreement as of the Effective Date.

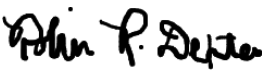

<p>Client Signature:</p> 	<p>Print Name, Title:</p> <p>Robin Dexter Assoc. Supt.</p>	<p>Date:</p> <p>08 / 03 / 2022</p>
<p>Panorama Signature:</p> 	<p>Print Name, Title:</p> <p>Kelly Osborne Contract Administratr</p>	<p>Date:</p> <p>08 / 03 / 2022</p>

Exhibit A

Terms

BACKGROUND

Panorama is an education technology company that provides a cloud-based platform-as-a-service and related support services to enable schools and school districts to analyze student and school data, measure social-emotional learning, and design and implement survey programs for students, staff and parents or authorized guardians (“Platform”). The client named on the Service Order attached hereto (“Client”) and Panorama have entered into an agreement consisting of the attached Service Order, including any exhibits attached thereto, (“SO”), these terms (“Terms”) and collectively with the SO, (“Agreement”). From time to time hereafter, Client and Panorama may enter into additional service orders pursuant to which Client may purchase additional rights to use the Platform and receive additional services, provided that these Terms will be incorporated by reference into and apply to each such additional service order to create a separate agreement that governs each such additional service order, in each case to the exclusion of any other terms or conditions that either party seeks to impose or incorporate or that are implied by course of dealing.

1 RIGHT TO USE PLATFORM

1.1 Platform. Subject to this Agreement, Panorama hereby grants Client (including Client’s students, employees, and parents and authorized guardians of Client’s students, all as applicable and described in the relevant SO, (“Authorized Users”)), the limited, nonexclusive, nontransferable, non-sublicenseable right to access and use the Platform via the Internet during the Term solely for Client’s use, in accordance with applicable laws and regulations and the Platform’s intended uses as communicated to Client by Panorama.

1.2 Limitations. Except as expressly permitted in the Agreement, Client will not and will not authorize or allow any third party to: (a) provide access to the Platform to any person who is not an Authorized User or (b) reverse engineer, decompile, disassemble or otherwise attempt to discover the source code, object code or underlying structure, ideas or algorithms of the Platform; (c) modify, translate or create derivative works based on the Platform; (d) copy, rent, lease, distribute, pledge, assign or otherwise transfer or allow any lien, security interest or other encumbrance on the Platform; (e) use the Platform for timesharing or service bureau purposes or otherwise for the benefit of a third party; (f) hack, manipulate, interfere with or disrupt the integrity or performance of or otherwise attempt to gain unauthorized access to the Platform or its related systems, hardware or networks or any content or technology incorporated in any of the foregoing; or (g) remove or obscure any proprietary notices

or labels of Panorama or its suppliers on the Platform or on any printed or digital materials provided by Panorama.

1.3 Compliance with Laws. Panorama is responsible for compliance with federal, state local laws and regulations to the extent they govern Panorama’s activities, including providing the Platform to Client. Client is responsible for compliance with federal, state and local laws and regulations to the extent they govern Client’s activities, including but not limited to the use by Client of the Platform to collect, record, retain, use and disclose any individual’s information. Without limiting the foregoing, each party is responsible for determining its own obligations, including but not limited to notice and consent obligations, under the Family Educational Right to Privacy Act and its implementing regulations (“FERPA”) and the Protection of Pupil Rights Act and its implementing regulations (“PPRA”). The parties agree that they intend for the collection and use of personally identifiable information (as defined under FERPA) for only legitimate educational purposes and other purposes allowed under relevant laws, including but not limited to FERPA and PPRA. Client hereby gives its consent to Panorama on behalf of parents (as defined under FERPA, PPRA and the Children’s Online Privacy Protection Act (“COPPA”)) of children from whom any personal information (as defined under COPPA) may be gathered in connection with this Agreement and the Platform. Panorama shall not be obligated to obtain consents from parents directly.

2 INTELLECTUAL PROPERTY; PRIVACY; SECURITY

2.1 Client Data. As between Client and Panorama, Client owns data input into the Platform, or otherwise provided to Panorama, by Client and Authorized Users, that constitutes personally identifiable information (as defined under FERPA), such as student survey responses reported on an individual level, (“Client PII”) and (b) any other data and content input into the Platform, or otherwise provided to Panorama, by Client and Authorized Users or on their behalf, such as survey questions, (“Non-PII”) and together with PII (“Client Data”). Client hereby grants Panorama a nonexclusive, worldwide, royalty-free, fully paid up, sublicenseable (through multiple tiers): (i) right and license during the Term to copy, distribute, display, create derivative works of and use Client Data to perform Panorama’s obligations under this Agreement; (ii) perpetual, irrevocable right and license to copy, modify and use Client PII to create aggregated, non-personally identifiable data sets (“Blind Data”) and copy, distribute, display, create derivative works of and use Blind Data for benchmarking, research or development purposes, including published research; and (iii) perpetual, irrevocable right and license to copy, distribute, display, create derivative works of and use Non-PII, for any and all purposes, in any form, media

Exhibit A

Terms

or manner. Client reserves any and all right, title and interest in and to Client Data other than the licenses therein expressly granted to Panorama under this Agreement.

2.2 Panorama Intellectual Property. Panorama retains all right, title and interest in and to the Platform, including but not limited to learning content, teaching materials, survey questions, underlying research and methodologies (by whomever produced except to the extent Client produced such material), all copies and parts of any of the foregoing, and all intellectual property rights therein. Panorama grants no, and reserves any and all, rights other than the rights expressly granted to Client under this Agreement with respect to the Platform.

2.3 Client Feedback. Client may from time to time provide suggestions, comments for enhancements or functionality or other feedback ("Feedback") to Panorama with respect to the Platform. Panorama has full discretion to determine whether to proceed with development of the requested enhancements, features or functionality. Client hereby grants Panorama a royalty-free, fully paid-up, worldwide, transferable, sublicenseable, irrevocable, perpetual license to: (a) copy, distribute, transmit, display, perform, and create derivative works of the Feedback in whole or in part; and (b) use the Feedback in whole or in part, including without limitation, the right to develop, manufacture, have manufactured, market, promote, sell, have sold, offer for sale, have offered for sale, import, have imported, rent, provide and lease products or services that practice or embody, or are configured for use in practicing, the Feedback in whole or in part.

2.4 Panorama Privacy Policy. Panorama's Privacy Statement, as may be amended from time to time, is available at <https://www.panoramaed.com/privacy>.

2.5 Data Security and Privacy.

(a) Panorama will implement and maintain an information security program that is consistent with industry recognized practices, which include using commercially reasonable administrative, physical and technical safeguards designed to protect the Platform from unauthorized access that could compromise the security, confidentiality or integrity of Client PII. Panorama shall: (i) use reasonable efforts to secure physical premises where Client PII will be processed and/or stored and (ii) take reasonable precautions with respect to the employment of, access given to, and education and training of personnel engaged by Panorama to perform its obligations under this Agreement.

(b) Client will and will instruct its Authorized Users to: (i) use the Platform to collect, record, retain, use and disclose personally identifiable information only to the extent

necessary for its legitimate educational purposes; (ii) otherwise provide Panorama with personally identifiable information only to the extent necessary for Panorama to provide the Platform and perform its obligations under the Agreement; (iii) input personally identifiable information into the Platform only as prescribed by Panorama and only in the fields designated by Panorama ("Structured Fields"); (iv) use reasonable efforts to prevent unauthorized access to or use of the Platform; and (v) notify Panorama promptly of any known or suspected unauthorized access or use. Client will assist Panorama in all efforts to investigate and mitigate the effects of any such incident.

(c) If during the Term or upon termination of this Agreement Client requests in writing, Panorama will delete or otherwise render unrecoverable Client PII in Panorama's possession in a manner consistent with media sanitization practices described under industry recognized standards.

(d) Panorama shall not be responsible for any personally identifiable information input into the Platform in a manner not prescribed by Panorama or in a field that is not a Structured Field.

3 FEES; PAYMENT TERMS

3.1 Fees; Payment Terms. Unless otherwise indicated on the SO, Client will pay all fees within thirty (30) days of the invoice date. If payment of any fee is not made when due and payable, a late fee will accrue at the rate of the lesser of one and one-half percent (1.5%) per month or the highest legal rate permitted by law and Client will pay all reasonable expenses of collection. In addition, if any past due payment has not been received by Panorama within thirty (30) days from the time such payment is due, Panorama may upon written notice to Client suspend access to the Platform until such payment is made.

3.2 Taxes; Tax Exemption. All amounts payable by Client to Panorama hereunder are exclusive of any sales, use and other taxes or duties, however designated, including without limitation, withholding taxes, royalties, know-how payments, customs, privilege, excise, sales, use, value-added and property taxes (collectively "Taxes"). To the extent applicable, Client will be solely responsible for payment of all Taxes and will not withhold any Taxes from any amounts due Panorama. For the avoidance of doubt, Taxes do not include taxes based on Panorama's income. Client is responsible for determining whether it qualifies for any tax exemption, and if Client claims it is tax-exempt, it will, upon request from Panorama, provide documentation evidencing its tax-exempt status.

4 TERM, TERMINATION

4.1 Term. The term of the Agreement will commence on the Effective Date and, unless earlier terminated in accordance with this Section 4, will continue through the date set forth on the SO ("Term").

4.2 Expiration; Termination. In addition to any other remedies it may have, either party may terminate the Agreement prior to expiration if the other party breaches any part of the Agreement and fails to cure such breach within thirty (30) days after receiving notice thereof. Upon expiration or any termination for any reason of the Agreement: (a) Client will pay in full for use of the Platform up to and including the last day on which the Platform is provided; (b) Panorama may, without notice to Client, delete or otherwise render unrecoverable Client PII in Panorama's possession in a manner consistent with media sanitization practices described under industry recognized standards; and (c) all rights granted to Client and all obligations of Panorama will immediately terminate and Client will promptly cease use of the Platform.

4.3 Survival. Upon expiration or termination for any reason of the Agreement, Sections 2 (Intellectual Property; Privacy; Security), 3 (Fees; Payment Terms), 4.2 (Termination; Effect of Termination), 4.3 (Survival), 5 (Confidentiality), 6.2 (Disclaimer), 7 (Limitations of Liability; Indemnification), and 8 (General) will survive.

5 CONFIDENTIALITY

5.1 As used herein, "Confidential Information" means, subject to the exceptions set forth in the following sentence, any information or data that is not Client PII, regardless of whether it is in tangible form, disclosed by either party ("Disclosing Party") that Disclosing Party has either marked as confidential or proprietary, or has identified in writing as confidential or proprietary within thirty (30) days of disclosure to the other party ("Receiving Party"); provided, however, that a Disclosing Party's business plans, strategies, technology, research and development, current and prospective clients and customers, billing records, and products or services will be deemed Confidential Information of Disclosing Party even if not so marked or identified. Panorama's Confidential Information includes, without limitation, the Platform and this Agreement. Information will not be deemed Confidential Information" if such information: (a) is known to the Receiving Party prior to receipt from Disclosing Party directly or indirectly from a source other than one having an obligation of confidentiality to Disclosing Party; (b) becomes known (independently of disclosure by Disclosing Party) to the Receiving Party directly or indirectly from a source other than one having an obligation of confidentiality to Disclosing Party; or (c) becomes publicly known or otherwise ceases to be

secret or confidential, except through a breach of this Agreement by the Receiving Party. Each party acknowledges that certain Confidential Information may constitute valuable trade secrets and proprietary information of a party, and each party agrees that it will use the Confidential Information of the other party solely in accordance with the provisions of this Agreement and will not disclose, or permit to be disclosed, the same directly or indirectly, to any third party without the other party's prior written consent, except as otherwise permitted hereunder. Each party will use reasonable measures to protect the confidentiality and value of the other party's Confidential Information. Notwithstanding any provision of this Agreement, either party may disclose the terms of the Agreement, in whole or in part (i) to its employees, officers, directors, professional advisers (e.g., attorneys, auditors, financial advisors, accountants and other professional representatives), existing and prospective investors or acquirers contemplating a potential investment in or acquisition of a party, sources of debt financing, acquirers and/or subcontractors who have a need to know and are legally bound to keep such Confidential Information confidential by confidentiality obligations or, in the case of professional advisors, are bound by ethical duties to keep such Confidential Information confidential consistent with the terms of this Agreement; and (ii) as reasonably deemed by a party to be required by law (in which case each party will provide the other with prior written notification thereof, will provide such party with the opportunity to contest such disclosure, and will use its reasonable efforts to minimize such disclosure to the extent permitted by applicable law). Each party agrees to exercise due care in protecting the Confidential Information from unauthorized use and disclosure. In the event of actual or threatened breach of the provisions of this Section, the non-breaching party will be entitled to seek immediate injunctive and other equitable relief, without waiving any other rights or remedies available to it. Each party will promptly notify the other in writing if it becomes aware of any violations of the confidentiality obligations set forth in the Agreement. Upon Disclosing Party's written request, Receiving Party will either promptly return to Disclosing Party Disclosing Party's Confidential Information, and all embodiments thereof, that is in Receiving Party's possession and certify such return or use reasonable efforts to delete or otherwise render inaccessible such Confidential Information and certify the same.

6 REPRESENTATIONS, WARRANTIES AND DISCLAIMER

6.1 Representations and Warranties. Each party represents and warrants to the other party that (a) such party has the required power and authority to enter into this Agreement and to perform its obligations hereunder, (b) the execution of this Agreement and performance of its

Exhibit A

Terms

obligations thereunder do not and will not violate any other agreement to which it is a party or any law or regulation applicable to it, and (c) this Agreement constitutes a legal, valid and binding obligation when signed by both parties. Client further represents and warrants that it has the right to provide Client Data to Panorama as well as the licenses and rights therein and thereto for the purposes contemplated by this Agreement.

6.2 Disclaimer. EXCEPT AS EXPRESSLY SET FORTH HEREIN, THE PLATFORM IS PROVIDED ON AN "AS-IS" BASIS AND PANORAMA DISCLAIMS ANY AND ALL WARRANTIES. EXCEPT AS OTHERWISE EXPRESSLY PROVIDED IN THIS AGREEMENT, NEITHER PARTY MAKES ANY ADDITIONAL REPRESENTATION OR WARRANTY OF ANY KIND, WHETHER EXPRESS, IMPLIED (EITHER IN FACT OR BY OPERATION OF LAW), OR STATUTORY, AS TO ANY MATTER WHATSOEVER. ALL OTHER EXPRESS OR IMPLIED CONDITIONS, REPRESENTATIONS AND WARRANTIES ARE HEREBY EXCLUDED TO THE EXTENT ALLOWED BY APPLICABLE LAW. EACH PARTY EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY, ACCURACY, TITLE, AND NON-INFRINGEMENT. NEITHER PARTY WARRANTS AGAINST INTERFERENCE WITH THE ENJOYMENT OF THE PRODUCTS OR SERVICES PROVIDED BY SUCH PARTY OR AGAINST INFRINGEMENT. NEITHER PARTY WARRANTS THAT THE PRODUCTS OR SERVICES PROVIDED BY SUCH PARTY ARE ERROR-FREE OR THAT OPERATION OF SUCH PARTY'S PRODUCTS OR SERVICES WILL BE SECURE OR UNINTERRUPTED. NEITHER PARTY WILL HAVE THE RIGHT TO MAKE OR PASS ON ANY REPRESENTATION OR WARRANTY ON BEHALF OF THE OTHER PARTY TO ANY THIRD PARTY.

7 LIMITATIONS OF LIABILITY; INDEMNIFICATION

7.1 Disclaimer of Consequential Damages. THE PARTIES HERETO AGREE THAT, NOTWITHSTANDING ANY OTHER PROVISION IN THIS AGREEMENT, EXCEPT FOR LIABILITY ARISING OUT OF (A) CLIENT'S USE OF THE PLATFORM OTHER THAN EXPRESSLY PERMITTED BY SECTION 1 (RIGHT TO USE PLATFORM), (B) EITHER PARTY'S BREACH OF SECTION 5 (CONFIDENTIALITY), AND (C) A PARTY'S INDEMNIFICATION OBLIGATIONS SET FORTH IN SECTION 7.4 AND 7.5 BELOW, AS APPLICABLE, IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER FOR ANY SPECIAL, INDIRECT, RELIANCE, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, LOST OR DAMAGED DATA, LOST PROFITS OR LOST REVENUE, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EVEN IF A PARTY HAS BEEN NOTIFIED OF THE POSSIBILITY THEREOF.

7.2 General Cap on Liability. NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, EXCEPT FOR LIABILITY ARISING OUT OF (A) CLIENT'S USE OF THE PLATFORM OTHER THAN EXPRESSLY PERMITTED BY SECTION 1 (RIGHT TO USE PLATFORM), (B) EITHER PARTY'S BREACH OF SECTION 5 (CONFIDENTIALITY), AND (C) A PARTY'S INDEMNIFICATION OBLIGATIONS SET FORTH IN SECTION 7.4 AND 7.5 BELOW, AS APPLICABLE, UNDER NO CIRCUMSTANCES WILL EITHER PARTY'S LIABILITY FOR ALL CLAIMS ARISING UNDER OR RELATING TO THIS AGREEMENT (INCLUDING BUT NOT LIMITED TO WARRANTY CLAIMS), REGARDLESS OF THE FORUM AND REGARDLESS OF WHETHER ANY ACTION OR CLAIM IS BASED ON CONTRACT, TORT, OR OTHERWISE, EXCEED THE AGGREGATE FEES PAID BY CLIENT TO PANORAMA UNDER THIS AGREEMENT DURING THE TWELVE (12) MONTH PERIOD PRECEDING THE EVENT OR CIRCUMSTANCES GIVING RISE TO SUCH LIABILITY. THIS LIMITATION OF LIABILITY IS CUMULATIVE AND NOT PER INCIDENT.

7.3 Independent Allocations of Risk. EACH PROVISION OF THIS AGREEMENT THAT PROVIDES FOR A LIMITATION OF LIABILITY, DISCLAIMER OF WARRANTIES, OR EXCLUSION OF DAMAGES IS TO ALLOCATE THE RISKS OF THIS AGREEMENT BETWEEN THE PARTIES. EACH OF THESE PROVISIONS IS SEVERABLE AND INDEPENDENT OF ALL OTHER PROVISIONS OF THIS AGREEMENT, AND EACH OF THESE PROVISIONS WILL APPLY EVEN IF THEY HAVE FAILED OF THEIR ESSENTIAL PURPOSE.

7.4 Indemnification by Panorama. Except for liability for which Client is responsible under Section 7.5, Panorama will indemnify, defend and hold Client and the officers, directors, agents, and employees of Client ("Client Indemnified Parties") harmless from settlement amounts and damages, liabilities, penalties, costs and expenses ("Liabilities") that are payable to any third party or incurred by the Client Indemnified Parties (including reasonable attorneys' fees) arising from any third party claim, demand or allegation that the use of the Platform in accordance with the terms and conditions of this Agreement infringes such third party's copyright or results in a misappropriation of such third party's trade secrets. Panorama will have no liability or obligation under this Section 7.4 if such Liability is caused in whole or in part by (a) modification of the Platform by any party other than Panorama without Panorama's express consent; (b) the combination, operation, or use of the Platform with other product(s), data or services not provided by Panorama where the Platform would not by itself be infringing; or (c) unauthorized or improper use of the Platform. If the use of the Platform by Client has become, or in Panorama's opinion is likely to become, the subject of any claim of infringement, Panorama may at its option and

Exhibit A

Terms

expense (i) procure for Client the right to continue using the Platform as set forth hereunder; (ii) replace or modify the Platform to make it non-infringing so long as the Platform has at least equivalent functionality; (iii) substitute an equivalent for the Platform or (iv) if options (i)-(iii) are not available on commercially reasonable terms, terminate the Agreement. This Section 7.4 states Panorama's entire obligation and Client's sole remedies in connection with any claim regarding the intellectual property rights of any third party.

7.5 Indemnification by Client. Client will indemnify, defend and hold Panorama and the officers, directors, agents, and employees of Panorama ("Panorama Indemnified Parties") harmless from Liabilities that are payable to any third party or incurred by the Panorama Indemnified Parties (including reasonable attorneys' fees) arising from any third party claim, demand or allegation arising from or related to any use by Client or Authorized Users of the Platform or Client Data in violation of the Agreement or any applicable federal, state or local law or regulation.

7.6 Indemnification Procedure. If a Client Indemnified Party or a Panorama Indemnified Party (each, an "Indemnified Party") becomes aware of any matter it believes it should be indemnified under Section 7.4 or Section 7.5, as applicable, involving any claim, action, suit, investigation, arbitration or other proceeding against the Indemnified Party by any third party (each an "Action"), the Indemnified Party will give the other party ("Indemnifying Party") prompt written notice of such Action. Indemnified Party will cooperate, at the expense of Indemnifying Party, with Indemnifying Party and its counsel in the defense and Indemnified Party will have the right to participate fully, at its own expense, in the defense of such Action with counsel of its own choosing. Any compromise or settlement of an Action will require the prior written consent of both parties hereunder, such consent not to be unreasonably withheld or delayed.

8 GENERAL

8.1 International. Client may not remove or export from, or use from outside, the United States or allow the export or re-export of the Platform or anything related thereto, or any direct product thereof in violation of any restrictions, laws or regulations of the United States Department of Commerce, the United States Department of Treasury Office of Foreign Assets Control, or any other United States or foreign agency or authority.

8.2 Relationship. No agency, partnership, joint venture, or employment is created as a result of the Agreement and a party does not have any authority of any kind to bind the other party in any respect whatsoever.

8.3 Publicity. Each party agrees that it will not, without prior written consent of the other, issue a press release

regarding their business relationship. Notwithstanding anything herein to the contrary, Panorama may identify Client and the relationship between Panorama and Client in Panorama's marketing collateral, website, and other promotional, proposal and marketing materials.

8.4 Assignment. Neither party may assign the Agreement by operation of law or otherwise or assign or delegate its rights or obligations under the Agreement without the other party's prior written consent; provided however, that either party may assign the Agreement to an acquirer of or successor to all or substantially all of its business or assets to which the Agreement relates, whether by merger, sale of assets, sale of stock, reorganization or otherwise. Any assignment or attempted assignment by either party otherwise than in accordance with this Section 8 will be null and void.

8.5 Equitable Relief. In any action or proceeding to enforce rights under the Agreement, the prevailing party will be entitled to recover costs and attorneys' fees. Client acknowledges that any unauthorized use of the Platform will cause irreparable harm and injury to Panorama for which there is no adequate remedy at law. In addition to all other remedies available under the Agreement, at law or in equity, Client further agrees that Panorama will be entitled to injunctive relief in the event Client uses the Platform in violation of the limited license granted herein or uses the Platform in any way not expressly permitted by the Agreement.

8.6 Force Majeure. Each party will be excused from performance for any period during which, and to the extent that, it is prevented from performing any obligation or service, in whole or in part, as a result of a cause beyond its reasonable control and without its fault or negligence, including, but not limited to, acts of God, acts of war, epidemics, fire, communication line failures, power failures, earthquakes, floods, blizzard, or other natural disasters (but excluding failure caused by a party's financial condition or any internal labor problems (including strikes, lockouts, work stoppages or slowdowns, or the threat thereof)) ("Force Majeure Event"). Delays in performing obligations due to a Force Majeure Event will automatically extend the deadline for performing such obligations for a period equal to the duration of such Force Majeure Event. Except as otherwise agreed upon by the parties in writing, in the event such non-performance continues for a period of thirty (30) days or more, either party may terminate the Agreement by giving written notice thereof to the other party. Upon the occurrence of any Force Majeure Event, the affected party will give the other party written notice thereof as soon as reasonably practicable of its failure of performance, describing the cause and effect of such failure, and the anticipated duration of its inability to perform.

Exhibit A

Terms







8.7 Governance. This Agreement will be governed by the laws of the Commonwealth of Massachusetts without regard to its conflict of laws provisions. For all disputes relating to this Agreement, each party submits to the exclusive jurisdiction of the state and federal courts located in Boston, Massachusetts and waives any jurisdictional, venue, or inconvenient forum objections to such courts.

8.8 Agreement. Both parties agree that the Agreement is the complete and exclusive statement of the mutual understanding of the parties and supersedes and cancels all previous written and oral agreements, communications and other understandings relating to the subject matter of the Agreement, and that all waivers and modifications must be in a writing signed by both parties, except as otherwise provided herein. If any provision of the Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that the Agreement will otherwise remain in full force and effect and enforceable. Any additional or different terms proposed by Client, including those contained in Client's procurement order, acceptance, vendor portal or website, shall not be valid or have any effect unless expressly incorporated into the SO and agreed upon in writing by Panorama. Neither Panorama's acceptance of Client's procurement order nor its failure to object elsewhere to any provisions of any subsequent document, website, communication or act of Client shall be deemed acceptance thereof or a waiver of any of the terms in these Terms. If any term of the SO, including any exhibit attached thereto, expressly conflicts with a term of these Terms, the term of the SO (or if applicable the exhibit) shall prevail. If terms within the SO, including any exhibit attached thereto, and these Terms appear merely inconsistent or ambiguous, all such terms shall be given effect to the extent reasonably possible, with a term that is more specific and detailed on a certain matter prevailing over a more general term or silence on that matter. Silence in the SO, or in any exhibit attached thereto, or in these Terms, on a matter that is addressed elsewhere in the Agreement shall not be deemed to present an express conflict, inconsistency or ambiguity.

8.9 Notices. All notices under the Agreement will be in writing and sent to the recipient's address set forth in the SO and will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by facsimile or email; the day after it is sent, if sent for next day delivery by recognized overnight delivery service; and upon receipt, if sent by certified or registered mail, return receipt requested.

TITLE	Panorama Renewal Contract Grand Island Public Schools
FILE NAME	Grand Island Publ... '22-'23.docx.pdf
DOCUMENT ID	d3e10b81c3a598fff7c1ddd2bdf464ab83dd3d0d
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Signed

Document History

 SENT	08 / 02 / 2022 21:17:28 UTC	Sent for signature to Robin Dexter (rdexter@gips.org) and Panorama Education (contracts@panoramaed.com) from cfalk@panoramaed.com IP: 50.234.214.99
 VIEWED	08 / 02 / 2022 21:20:47 UTC	Viewed by Robin Dexter (rdexter@gips.org) IP: 204.234.22.220
 SIGNED	08 / 03 / 2022 14:26:43 UTC	Signed by Robin Dexter (rdexter@gips.org) IP: 204.234.22.220
 VIEWED	08 / 03 / 2022 14:34:39 UTC	Viewed by Panorama Education (contracts@panoramaed.com) IP: 38.92.35.189
 SIGNED	08 / 03 / 2022 14:35:35 UTC	Signed by Panorama Education (contracts@panoramaed.com) IP: 38.92.35.189
 COMPLETED	08 / 03 / 2022 14:35:35 UTC	The document has been completed.



Memorandum of Understanding for Early College Courses in CCC Service Area

This Agreement is entered into this 2nd day of August, 2022 between Grand Island Public Schools (hereinafter GIPS) and Central Community College (hereinafter "CCC"), agree as follows

WHEREAS, GIPS desires to provide course offering to its students in partnership with CCC, provided by CCC at Grand Island Public Schools, and,

WHEREAS, CCC is a community college that can provide course offerings to GIPS students for college credit, or for dual high school and college credit, and,

WHEREAS, the parties desire to enter into an agreement specifying the rights and responsibilities of the parties with respect to this partnership.

NOW, THEREFORE, the parties hereby agree as follows:

1. Students will be charged tuition and fees to CCC for any classes provided by CCC based on the option selected by the high school (See Addendum for tuition options and classes offered). High School maintains ability to pay tuition or assist students with Foundation or scholarship assistance.
2. If the instructor is paid by the College, CCC will pay GIPS the published college adjunct rate of pay for each credit hour per section with registrations between 8 and 25 students. The minimum enrollment and payment of 80% of the published College adjunct rate will be determined by the Extended Learning Services Dean and Associate Dean. Sections which have enrollments less than the established minimum may be combined for payment if approved by the Extended Learning Services Dean and Associate Dean. CCC will provide W-2 forms as required by law and follow CCC payroll deadlines and processes.
3. Census data for the purposes of determining payment will be compiled by CCC by the 10th day of attendance each term.
4. Grades for CCC courses taught by adjuncts in the high school will be due no later than seven days after the end of the respective CCC term, unless given prior approval from CCC administration.
5. Instructors who teach college credit or dual credit courses pursuant to the terms of this agreement will be invited to annual adjunct instructor training as offered during the year. New faculty must attend Learning Management System training and meet with their supervising associate dean before teaching. Returning instructors must attend the training once every three years and update training as needed. CCC will pay attending instructors a stipend for each day of training at the published college rate.

6. Instructors must be appropriately credentialed prior to teaching according to current CCC guidelines. Credentials must be on file with CCC's Human Resources department. CCC will share credential files with GIPS as necessary.
7. Adjunct faculty will be observed and evaluated once within every three years by CCC personnel.
8. Adjunct instructors will utilize the CCC Learning Management System (LMS). Use of the LMS includes, as a minimum, the approved course syllabus, the assigned grade scale established by the college and the approved electronic grade book to submit the final grade. Any individual graded assignments that are not recorded in the LMS gradebook and are challenged by students, will need to be tracked and addressed utilizing the high school's own LMS.
9. Adjunct faculty will utilize CCC curriculum. Additional course content may also be taught, so long as all CCC learning objectives are met.
10. Adjunct faculty will utilize the CCC common textbook, unless approval has been granted for an alternative textbook by the CCC instructional administration.
11. Adjunct faculty will participate in CCC's Early College Student Progress Notification System.
12. Instructors will participate in the collection of assessment of student learning data and will assist in the analysis of data when possible.
13. Students who are enrolled in CCC coursework are CCC students and are responsible for knowing and behaving in compliance with the CCC Student Code of Conduct and Civil Rights policies and procedures.
14. This agreement shall remain in full force and effect for one academic year until June 30, and shall be automatically renewed annually following that date upon like terms and conditions unless one of the parties notifies the other in writing ninety (90) days prior to the expiration of this agreement that it desires to renegotiate an agreement. Specific class offerings will be updated by addendum to this agreement on an annual or semester basis.
15. Changes to this agreement must be in writing and executed by both parties to the agreement.

DocuSigned by:

3515B5EF80D6488...

Central Community College Representative

8/23/2022

Date

DocuSigned by:

2A21A1A0EEF54E3...

High School Representative

8/23/2022

Date



Addendum to the Memorandum of Understanding for Early College Courses in CCC Service Area

DocuSigned by:
Robin R Dexter
2A21AAA0EEF54F3...

This Addendum to the Memorandum of Understanding (MOU) is entered into this 2nd day of August, 2022 between Grand Island Public Schools Public Schools (hereinafter "HS") and Central Community College (hereinafter "CCC"), agree as follows:

In April of 2022, high schools were provided two tuition rate options for class sections taught by a faculty member of that high school:

- A. Early College students will be charged \$44/credit hour tuition + \$16/credit hour for student fees = \$60/credit hour for courses taught by high school-employed instructors. CCC pays \$600/credit hour resource payment to high school or directly to the high school instructor or a combination of both, not to exceed \$600/credit hour.
- B. Early College students will be charged student fees only (\$16/credit hour) for courses taught by high school-employed instructors offered at high school locations. CCC will not reimburse the school or provide payment to the high school instructor.

() High School has selected the following option(s): ^B (Please explain if multiple options are selected).
Billing for classes will be sent to GIPS.

Proposed Courses to be offered at (HS):

<u>Term</u>	<u>ALPHA/Title</u>	<u>Instructor Name</u>	<u>Credits</u>	<u>\$ Amount Paid to Instructor or HS</u>
All CCC credit classes offered at GIPS in the following programs:				
	AMDT			
	AUTO			
	BSAD			
	CNST			
	DSGN			
	INFO			

Certificate Of Completion

Envelope Id: E4045A22F1A64C34BBE9EB111EF6C2C7	Status: Completed
Subject: Grand Island Public Schools - Please DocuSign: MOU with Addendum	
Source Envelope:	
Document Pages: 3	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Gerald Dunn
Time Zone: (UTC-06:00) Central Time (US & Canada)	3134 W Hwy 34
	Grand Island, NE 68801
	geraldunn@cccneb.edu
	IP Address: 198.99.91.32

Record Tracking

Status: Original	Holder: Gerald Dunn	Location: DocuSign
8/4/2022 10:35:19 AM	geraldunn@cccneb.edu	

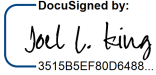
Signer Events

Signer Events	Signature	Timestamp
Jerry Dunn geraldunn@cccneb.edu Regional Director Central Community College Security Level: Email, Account Authentication (None)	Completed Using IP Address: 198.99.91.32	Sent: 8/4/2022 10:36:08 AM Viewed: 8/4/2022 10:36:28 AM Signed: 8/4/2022 10:39:52 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Robin R Dexter rdexter@gips.org Associate Supt Security Level: Email, Account Authentication (None)	 2A21AAA0EEF54F3... Signature Adoption: Pre-selected Style Using IP Address: 204.234.22.220	Sent: 8/4/2022 10:39:53 AM Resent: 8/23/2022 1:56:33 PM Viewed: 8/23/2022 2:50:37 PM Signed: 8/23/2022 2:51:21 PM
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Electronic Record and Signature Disclosure:
Accepted: 8/4/2022 10:40:58 AM
ID: 3b56a091-ef36-47f0-82f2-273204e3f82b

Joel L. King joelking@cccneb.edu Vice President of Administrative Services Central Community College Security Level: Email, Account Authentication (None)	 3515B5EF80D6488... Signature Adoption: Pre-selected Style Using IP Address: 198.99.91.32	Sent: 8/23/2022 2:51:22 PM Viewed: 8/23/2022 2:59:44 PM Signed: 8/23/2022 2:59:57 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	8/4/2022 10:36:08 AM
Certified Delivered	Security Checked	8/23/2022 2:59:44 PM
Signing Complete	Security Checked	8/23/2022 2:59:57 PM
Completed	Security Checked	8/23/2022 2:59:57 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Central Community College (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Central Community College:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: carmentaylor@cccneb.edu

To advise Central Community College of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at carmentaylor@cccneb.edu and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Central Community College

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to carmentaylor@cccneb.edu and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Central Community College

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to carmentaylor@cccneb.edu and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Central Community College as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Central Community College during the course of your relationship with Central Community College.

BOARD MEMBER OATH OF OFFICE

School Board Members before taking office shall take and sign the following oath or affirmation:

I, Zach Cloutier, do solemnly swear that I will support the constitution of the United States and the constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservations, or for purpose or evasions; and that I will faithfully and impartially perform the duties of the office of member of the Board of Education of the School District of Grand Island, according to law, to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence; and that during such time that I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence. So help me God.

Student Representative to the Board Member

Dr. Robin R. Dexter, Secretary of the Board

Date

Date

2022/23 GIPS Staff School Calendar

REVISED BOE approved 06.09.22 - **DRAFT CHANGES 9.8.22**

Month	Su	Mo	Tu	We	Th	Fr	Sa	Tch	Stu	NOTES
	31	1	2	3	4	5	6			Aug 4-8 New Teachers
Aug 2022	7	8	9	10	11	12	13			Aug 9 Sch Imprv- Aug 10 District Welcome Back(am)/Sch Imprv(pm)
	14	15	16	17	18	19	20			Aug 11 District CIA - Aug 12 Plan/Prep
	21	22	23	24	25	26	27			Aug 15 k, 6, and 9 students: kdg - 2pm; 6 & 9 - 2:15pm dismissal
	28	29	30	31	1	2	3	19	14	Aug 16-17 1 st -5 th (2pm dismissal); 6-12 (2:15pm dismissal)
Sep	4	5	6	7	8	9	10			Aug 17 No Kdg students
	11	12	13	14	15	16	17			Aug 18-19 All students full day
	18	19	20	21	22	23	24			Sept 2 School Improvement
	25	26	27	28	29	30	1	19	17	Sept 5 Labor Day
Oct	2	3	4	5	6	7	8			Sept 16 CIA/Bldg PD/ Plan/Prep
	9	10	11	12	13	14	15			Sept 26 District Professional Dev
	16	17	18	19	20	21	22			Oct 10-12 PTC
	23	24	25	26	27	28	29			Oct 13 PTC(am)/ Plan/Prep
	30	31	1	2	3	4	5	25	22	Oct 14 Comp Day
Nov	6	7	8	9	10	11	12			Oct 14 1 st Quarter
	13	14	15	16	17	18	19			Oct 28 CIA/Bldg PD/ Plan/Prep
	20	21	22	23	24	25	26			Nov 4 Trimester
	27	28	29	30	1	2	3	17	14	Nov 7 Plan/Prep
Dec	4	5	6	7	8	9	10			Nov 21 District Professional Dev
	11	12	13	14	15	16	17	10	10	Nov 22 CIA/Bldg PD/ Plan/Prep
	18	19	20	21	22	23	24			Nov 23-25 Fall Break
	25	26	27	28	29	30	31			Dec 16 2 nd Quarter - 2:00/2:15pm Dismissal
Jan 2023	1	2	3	4	5	6	7			Dec 19-Jan 1 Winter Break
	8	9	10	11	12	13	14			
	15	16	17	18	19	20	21			Jan 2 Plan/Prep
	22	23	24	25	26	27	28			Jan 20 District Professional Dev
	29	30	31	1	2	3	4	25	22	Jan 23 CIA/Bldg PD/ Plan/Prep
Feb	5	6	7	8	9	10	11			
	12	13	14	15	16	17	18			Feb 13-15 PTC
	19	20	21	22	23	24	25			Feb 16 PTC(am)/ Plan/Prep
	26	27	28	1	2	3	4	20	17	Feb 17 Comp Day/Trimester
Mar	5	6	7	8	9	10	11			
	12	13	14	15	16	17	18			March 3 3 rd Quarter - CIA/Bldg PD/ Plan/Prep
	19	20	21	22	23	24	25			March 6-10 Spring Break
	26	27	28	29	30	31	1	15	14	March 27 CIA/Bldg PD/ Plan/Prep
Apr	2	3	4	5	6	7	8			
	9	10	11	12	13	14	15			April 7-10 April Break
	16	17	18	19	20	21	22			April 28 CIA/Bldg PD/ Plan/Prep
	23	24	25	26	27	28	29	18	17	
	30	1	2	3	4	5	6			
May	7	8	9	10	11	12	13			May 14 Graduation
	14	15	16	17	18	19	20			May 24 Last day with students 11am dismissal/School Improvement(pm)
	21	22	23	24	25	26	27			May 25 Plan/Prep
	28	29	30	31	1	2	3	19	17.5	May 25-June 2 Emergency Makeup Days
	4	5	6	7	8	9	10	187	164.5	

Jun	11	12	13	14	15	16	17		
	18	19	20	21	22	23	24		
	25	26	27	28	29	30	1		
Jul	2	3	4	5	6	7	8		
	9	10	11	12	13	14	15		
	16	17	18	19	20	21	22		
	23	24	25	26	27	28	29		
	30	31	1	2	3	4	5		

Students = 164.5

Teachers = 187

PTC = 3

Plan/Prep = ~~8~~- 8.5

Prof Dev = ~~10~~- 11

Quarters: Oct. 14; Dec.16; March 3; May 24
Trimesters: Nov 4; Feb 17; May 24

2022/23 GIPS Staff School Calendar

REVISED BOE approved 06.09.22 - **DRAFT CHANGES 9.8.22**

Month	Su	Mo	Tu	We	Th	Fr	Sa	Tch	Stu	NOTES
	31	1	2	3	4	5	6			Aug 4-8 New Teachers
Aug 2022	7	8	9	10	11	12	13			Aug 9 Sch Imprv- Aug 10 District Welcome Back(am)/Sch Imprv(pm)
	14	15	16	17	18	19	20			Aug 11 District CIA - Aug 12 Plan/Prep
	21	22	23	24	25	26	27			Aug 15 k, 6, and 9 students: kdg - 2pm; 6 & 9 - 2:15pm dismissal
	28	29	30	31	1	2	3	19	14	Aug 16-17 1 st -5 th (2pm dismissal); 6-12 (2:15pm dismissal)
Sep	4	5	6	7	8	9	10			Aug 17 No Kdg students
	11	12	13	14	15	16	17			Aug 18-19 All students full day
	18	19	20	21	22	23	24			Sept 2 School Improvement
	25	26	27	28	29	30	1	19	17	Sept 5 Labor Day
Oct	2	3	4	5	6	7	8			Sept 16 CIA/Bldg PD/ Plan/Prep
	9	10	11	12	13	14	15			Sept 26 District Professional Dev
	16	17	18	19	20	21	22			Oct 10-12 PTC
	23	24	25	26	27	28	29			Oct 13 PTC(am)/ Plan/Prep
	30	31	1	2	3	4	5	25	22	Oct 14 Comp Day
Nov	6	7	8	9	10	11	12			Oct 14 1 st Quarter
	13	14	15	16	17	18	19			Oct 28 CIA/Bldg PD/ Plan/Prep
	20	21	22	23	24	25	26			Nov 4 Trimester
	27	28	29	30	1	2	3	17	14	Nov 7 Plan/Prep
Dec	4	5	6	7	8	9	10			Nov 21 District Professional Dev
	11	12	13	14	15	16	17	10	10	Nov 22 CIA/Bldg PD/ Plan/Prep
	18	19	20	21	22	23	24			Nov 23-25 Fall Break
	25	26	27	28	29	30	31			Dec 16 2 nd Quarter - 2:00/2:15pm Dismissal
Jan 2023	1	2	3	4	5	6	7			Dec 19-Jan 1 Winter Break
	8	9	10	11	12	13	14			
	15	16	17	18	19	20	21			Jan 2 Plan/Prep
	22	23	24	25	26	27	28			Jan 20 District Professional Dev
	29	30	31	1	2	3	4	25	22	Jan 23 CIA/Bldg PD/ Plan/Prep
Feb	5	6	7	8	9	10	11			
	12	13	14	15	16	17	18			Feb 13-15 PTC
	19	20	21	22	23	24	25			Feb 16 PTC(am)/ Plan/Prep
	26	27	28	1	2	3	4	20	17	Feb 17 Comp Day/Trimester
Mar	5	6	7	8	9	10	11			
	12	13	14	15	16	17	18			March 3 3 rd Quarter - CIA/Bldg PD/ Plan/Prep
	19	20	21	22	23	24	25			March 6-10 Spring Break
	26	27	28	29	30	31	1	15	14	March 27 CIA/Bldg PD/ Plan/Prep
Apr	2	3	4	5	6	7	8			
	9	10	11	12	13	14	15			April 7-10 April Break
	16	17	18	19	20	21	22			April 28 CIA/Bldg PD/ Plan/Prep
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Jun	11	12	13	14	15	16	17		
	18	19	20	21	22	23	24		
	25	26	27	28	29	30	1		
Jul	2	3	4	5	6	7	8		
	9	10	11	12	13	14	15		
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Lead Campus Monitor (Grand Island Senior High)

Position: Classified

Schedule: 12 month - 8 hour days

Pay: \$22.04/hour - \$45,840/year

Experience:

Law Enforcement Background

Preference:

Certified Law Enforcement Officer

Duties:

- Assist Senior High School Resource Officer with security
- Campus Monitor Duties
- Supervise Campus Monitors
 - Evaluations
 - Training
- Assist Student Services Principal at Grand Island Senior High
 - Campus security checks (Doors/Windows and Grounds)
 - Behavior Restorative Actions
 - Basic Investigations including camera review and monitoring
 - Safety Investigations
 - Security of students and staff
- Assist School Safety Coordinator
 - Building and Ground Safety Assessments (Summer Hours)
 - Safety Presentations (Summer Hours)
 - Security for Events (GISH and Summer Events)
 - Safety Drills, Tabletop Exercises and Practicums (GISH)
 - Reunification Events and Training (GISH)
 - Threat Assessment investigator (GISH)
 - Elementary School Responder (Summer Hours)

Reason:

Grand Island Police Department has become short staff with the retirement of several officers and an untimely death of another officer. This has caused a strain on their ability to operate at full capacity while maintaining a secondary School Resource Officer position at the High School. The need for a position that will assist the current School Resource Officer with the high number of calls requires the position to be staffed with someone that is qualified to deal with incidents that may go beyond behavioral restorative response. The staff member must be qualified to handle not only the culturally diverse student population but also be able to recognize when a matter goes beyond those restorative responsibilities. Former law enforcement have training in these matters and are also able to respond to those situations that activate Standard Response Protocol responses. The budgeted cost for the vacant School Resource Officer could be applied to this position along with the allowance of additional duties and responsibilities that the SRO cannot perform should be considered in the decision of creating this position.