

Board of Education Regular Meeting
Monday, July 9, 2018 8:00 PM
Board Room
P.O. Box 8400
Ravenna, NE 68869-8400

1. Call to Order and Roll Call - Open Meeting Law
2. The Pledge of Allegiance
3. Recitation of School Mission Statement: Preparing Students Today to Succeed Tomorrow: Family-Community-School
4. Excuse Absent Board Members
5. Approval of Agenda
6. Financial Report
7. Consent Agenda
 1. Discuss, consider, and take all actions necessary to the minutes
 2. Discuss, consider, and take all action necessary to approval of the bills
 3. Discuss, consider, and take all action necessary to declaring old Distance Learning Desk as surplus for immediate sale or disposal
8. Request to Address the Board and Correspondence
9. Blue Jay Celebration of Success
10. ABC Bluejay Staff Member of the Month-None this month.
11. Information and Action Items
 1. Discuss, consider, and take all action necessary to board policies included in the 2018 Annual Board Policy Update (Policies: 2002, 2006, 2007, 2013, 3020, 3022, 3023, 3025, 3040, 3047, 3048, 3049, 3050, 4012, 4014, 5017, 5026, 5025, 5037, 5062, 6021, 6031, 6036)
 2. Discuss, consider, and take all action necessary to the 2018-19 Student Activities Handbook

3. Discuss, consider, and take all action necessary to the transfer for \$96.66 from the bond fund to the general fund
4. Discuss, consider, and take all action necessary to selecting an extra curricular random drug testing service provider for the 2018-19 school year

12. Discussion Items

1. Discuss, consider, and take all action necessary to Board Annual Strategic Planning

13. Elementary Principal's Report-No Report This Month

14. Secondary Principal's Report-No Report This Month

15. Superintendent's Report

16. Positive Comments

17. Adjournment

Fund: 05 Activity Fund

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0101	Activity Fund Balance	(14,640.99)	2,925.18	2,332.30	0.00	(15,233.87)
05 704 0102	Volleyball Fund Balance	554.75	0.00	0.00	0.00	554.75
05 704 0103	Football Fund Balance	1,217.71	992.32	110.00	0.00	335.39
05 704 0104	Cross Country Fund Balance	2,694.14	17.34	0.00	0.00	2,676.80
05 704 0105	Boys BBall Fund Balance	1,621.12	240.00	0.00	0.00	1,381.12
05 704 0106	Girls BBall Fund Balance	1,830.79	23.52	0.00	0.00	1,807.27
05 704 0107	Track Fund Balance	3,060.46	144.82	0.00	0.00	2,915.64
05 704 0108	Girls Golf Fund Balance	623.75	0.00	0.00	0.00	623.75
05 704 0109	Boys Golf Fund Balance	265.42	43.05	0.00	0.00	222.37
05 704 0110	Kids Wrestling Fund Balance	4,480.71	3,325.00	0.00	0.00	1,155.71
05 704 0111	Jr. High Vball Fund Balance	128.83	0.00	0.00	0.00	128.83
05 704 0217	Class of 2017 Fund Balance	292.37	0.00	0.00	0.00	292.37
05 704 0218	Class of 2018 Fund Balance	880.97	839.25	0.00	0.00	41.72
05 704 0219	Class of 2019 Fund Balance	2,453.39	0.00	0.00	0.00	2,453.39
05 704 0220	Class of 2020 Fund Balance	4,735.48	25.00	0.00	0.00	4,710.48
05 704 0221	Class of 2021 Fund Balance	4,728.47	0.00	619.10	0.00	5,347.57
05 704 0222	Class of 2022 Fund Balance	800.16	0.00	810.12	0.00	1,610.28
05 704 0223	Class of 2023	280.00	0.00	0.00	0.00	280.00
05 704 0301	FBLA Fund Balance	6,214.39	89.00	0.00	0.00	6,125.39
05 704 0302	FCCLA Fund Balance	20.63	0.00	0.00	0.00	20.63
05 704 0303	FFA Fund Balance	22,204.74	4,411.49	2,639.20	0.00	20,432.45
05 704 0304	NHS Fund Balance	932.98	0.00	0.00	0.00	932.98
05 704 0305	Student Council Fund Balance	438.81	0.00	0.00	0.00	438.81
05 704 0306	Band Instruments Fund Balance	1,303.11	0.00	0.00	0.00	1,303.11
05 704 0307	Fine Arts Fund Balance	1,786.65	564.00	0.00	0.00	1,222.65
05 704 0308	Flag Corp Fund Balance	302.29	0.00	0.00	0.00	302.29
05 704 0309	Cheer Fund Balance	(92.26)	0.00	0.00	0.00	(92.26)
05 704 0310	Dance Fund Balance	2,226.65	2,605.00	100.00	0.00	(278.35)
05 704 0311	Yearbook Fund Balance	5,502.06	0.00	40.00	0.00	5,542.06
05 704 0312	Spanish Club Fund Balance	0.38	0.00	0.00	0.00	0.38
05 704 0313	Elementary Fund Balance	11,568.32	548.94	0.00	0.00	11,019.38
05 704 0314	Science Fund Balance	0.00	0.00	0.00	0.00	0.00
05 704 0315	Industrial Arts Fund Balance	1,315.74	0.00	0.00	0.00	1,315.74
05 704 0316	Skills Fund Balance	(250.80)	0.00	2,158.17	0.00	1,907.37
05 704 0317	TAK Fund Balance	0.00	0.00	0.00	0.00	0.00
05 704 0318	Library/AR Fund Balance	99.99	0.00	0.00	0.00	99.99
05 704 0319	Lfe Skills Fund Balance	2,454.34	0.00	0.00	0.00	2,454.34
05 704 0320	Independent Living Fund Balance	262.55	0.00	0.00	0.00	262.55

Activity Fund Balance Report - Summary - Exclude Encumbrances
06/2018 - 06/2018

Fund: 05 Activity Fund

<u>Chart of Account Number</u>	<u>Chart of Account Description</u>	<u>Beginning Balance</u>	<u>Expenses</u>	<u>Revenues</u>	<u>Balance Change</u>	<u>Balance</u>
05 704 0321	Special Olympics Fund Balance	1,014.84	0.00	0.00	0.00	1,014.84
05 704 0322	Star Fund Balance	3,091.58	0.00	0.00	0.00	3,091.58
05 704 0323	Youth Center Fund Balance	3,922.68	2.84	40.00	0.00	3,959.84
05 704 0324	Drama Fund Balance	2,189.01	0.00	0.00	0.00	2,189.01
05 704 0325	Speech Fund Balance	116.00	0.00	0.00	0.00	116.00
05 704 0326	AccaDecca Fund Balance	2,390.62	175.00	0.00	0.00	2,215.62
05 704 0327	Robotics Fund Balance	11,340.52	705.77	137.38	0.00	10,772.13
05 704 0328	COF Fund Balance	40.39	0.00	0.00	0.00	40.39
05 704 0329	Club Vball Fund Balance	0.00	0.00	0.00	0.00	0.00
05 704 0330	Trap Fund Balance	0.00	0.00	0.00	0.00	0.00
05 704 0401	Insurance Fund Balance	0.00	0.00	0.00	0.00	0.00
05 704 0402	Reserve Fund Balance	5,792.78	0.00	0.00	0.00	5,792.78
05 704 0403	Student Activity Fund Balance	0.00	0.00	0.00	0.00	0.00
05 704 0404	Casual Friday Fund Balance	3,288.04	0.00	0.00	0.00	3,288.04
05 704 0405	RHS Foundation Fund Balance	1,730.04	0.00	0.00	0.00	1,730.04
05 704 0406	Playground Fund Balance	3,177.14	0.00	0.00	0.00	3,177.14
05 704 0407	Guidance Fund Balance	459.20	0.00	0.00	0.00	459.20
05 704 0408	Student Assist Fund Balance	2,188.94	25.78	0.00	0.00	2,163.16
05 704 0409	Computer Fund Balance	2,193.24	0.00	0.00	0.00	2,193.24
05 704 0410	In/Out Fund Balance	5,190.79	446.52	3,748.90	0.00	8,493.17
05 704 0411	Courtesy Fund Balance	1,565.00	40.00	0.00	0.00	1,525.00
05 704 0501	Interest Fund Balance	218.91	0.00	22.23	0.00	241.14
Fund Total: 05		122,207.82	18,189.82	12,757.40	0.00	116,775.40

Ravenna Public Schools
Fund Balance Report
June 30, 2018

Special Building

Last month ending balance	\$	396,607.48
Buffalo Co Taxes	\$	11,788.12
Sherman Co Taxes	\$	2,179.71
Transfer	\$	-
Interest	\$	215.39
Check(s)	\$	(2,593.89)
Bank Statement Balance	\$	408,196.81

Depreciation Fund

Last month ending balance	\$	4,106.54
Interest		\$1.16
Ins. Proceeds		\$0.00
Transfer		\$9,396.74
Check(s)		(\$9,396.74)
Bank Statement Balance	\$	4,107.70

Employee Benefit Fund

Last month ending balance	\$	14,814.06
Interest	\$	2.64
Bank Statement Balance	\$	14,816.70

Qualified Cap

Last month ending balance	\$	155,875.81
Buffalo Co Taxes	\$	7,859.03
Sherm Co Taxes	\$	1,453.59
US Treas.	\$	-
Interest	\$	85.96
check(s)	\$	-
Bank Statement Balance	\$	165,274.39

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
Checking Account ID	01	Fund Number 01	General	
	2734807	ACCO Brands USA LLC	05/09/2018	214.34
01 1100 410 002 000 1		Gen Supplies Elem		214.34
	2735484	ACCO Brands USA LLC	05/11/2018	22.44
01 1125 411 001 000 2		Instr Materials		22.44
Total	ACCO Brands USA LLC			236.78
	3388	AMAX CONTRACTING INC	07/05/2018	426.24
01 2620 318 002 000 1		Cont/ser Repair Elem		276.48
01 2620 318 001 000 2		Con/ser Repair Secon		149.76
Total	AMAX CONTRACTING INC			426.24
	INV0025934	Applied Educational Systems	05/23/2018	699.00
01 1126 460 001 000 2		Comp Software		699.00
Total	Applied Educational Systems			699.00
	C-17837-JW	ARROW SEED COMPANY INC	06/18/2018	1,441.60
01 2620 318 001 000 2		Other Pur Ser Secon		720.80
01 2620 318 002 000 1		Other Purch Ser Elem		720.80
Total	ARROW SEED COMPANY INC			1,441.60
	01494	BLACK HILLS ENERGY	06/20/2018	36.12
01 2610 321 002 000 1		Fuel Elem		18.06
01 2610 321 001 000 2		Fuel Secon		18.06
	01495	BLACK HILLS ENERGY	06/20/2018	351.28
01 2610 321 002 000 1		Fuel Elem		175.64
01 2610 321 001 000 2		Fuel Secon		175.64
Total	BLACK HILLS ENERGY			387.40
	9445106	BLICK ART MATERIALS	05/22/2018	283.64
01 1127 411 001 000 2		Secon Art Materials		283.64
	9452257	BLICK ART MATERIALS	05/24/2018	3.60
01 1117 411 002 000 1		Elem Art Materials		3.60
	9455239	BLICK ART MATERIALS	05/25/2018	585.51
01 1127 411 001 000 2		Secon Art Materials		585.51
Total	BLICK ART MATERIALS			872.75
	4012952-0	BROWN & SAENGER	05/11/2018	3,022.44
01 1100 410 001 000 2		Gen Supplies Secon		1,528.44
01 1100 410 002 000 1		Gen Supplies Elem		1,494.00
	4012953	BROWN & SAENGER	04/23/2018	318.97
01 1100 410 002 000 1		Gen Supplies Elem		318.97
Total	BROWN & SAENGER			3,341.41
	902327440	BSN SPORTS INC	05/25/2018	4.58
01 1110 411 002 000 1		Kingrt Materials		4.58
Total	BSN SPORTS INC			4.58
	50293255 RI	CAROLINA BIOLOGICAL SUPPLY CO	05/22/2018	245.36
01 1122 411 001 000 2		Materials		245.36
	50293457 RI	CAROLINA BIOLOGICAL SUPPLY CO	05/22/2018	1,441.77
01 1122 411 001 000 2		Materials		1,441.77
Total	CAROLINA BIOLOGICAL SUPPLY CO			1,687.13

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		
	63727865	CENGAGE LEARNING	05/22/2018	3,030.24
01 1100 420 001 000 2		Textbooks Secon		3,030.24
Total	CENGAGE LEARNING			3,030.24
	56715	Centennial Sales	05/23/2018	131.96
01 2610 410 001 000 2		Supplies Secon		131.96
Total	Centennial Sales			131.96
	001619359	CENTRAL COMMUNITY COLLEGE	06/19/2018	90.00
01 2130 411 002 000 1		Instruc Mater Elem		90.00
Total	CENTRAL COMMUNITY COLLEGE			90.00
	0000310062418	CHARTER COMMUNICATIONS	06/24/2018	481.28
01 1100 381 000 000 3		INTERNET SERVICES		481.28
Total	CHARTER COMMUNICATIONS			481.28
	3175828	CHEMSEARCH	06/21/2018	505.00
01 2750 337 000 000 3		Tires And Parts		505.00
Total	CHEMSEARCH			505.00
	357.jun2018	CITY OF RAVENNA	06/28/2018	476.83
01 2610 323 002 000 1		Water Sewer Elem		238.42
01 2610 323 001 000 2		Water Sewer Secon		238.41
	760.jun2018	CITY OF RAVENNA	06/28/2018	60.67
01 2610 323 002 000 1		Water Sewer Elem		30.34
01 2610 323 001 000 2		Water Sewer Secon		30.33
Total	CITY OF RAVENNA			537.50
	7730642	Consolidated Plastics Company, Inc.	05/22/2018	173.12
01 1122 411 001 000 2		Materials		173.12
Total	Consolidated Plastics Company, Inc.			173.12
	1117658	DAS State Accounting - Central Finance	06/01/2018	234.93
01 1100 381 000 000 3		INTERNET SERVICES		234.93
Total	DAS State Accounting - Central Finance			234.93
	0000011708	Daydream Education	05/21/2018	216.50
01 1126 411 001 000 2		Instr Materials		216.50
Total	Daydream Education			216.50
	246966A	DECKER INC.	06/14/2018	92.45
01 2620 318 001 000 2		Con/ser Repair Secon		92.45
Total	DECKER INC.			92.45
	4994831	ECOLAB PEST ELIM DIV	06/12/2018	70.18
01 2620 318 002 000 1		Cont/ser Repair Elem		35.09
01 2620 318 001 000 2		Con/ser Repair Secon		35.09
Total	ECOLAB PEST ELIM DIV			70.18
	INV102882	EDMENTUM	06/15/2018	2,841.50
01 1100 460 001 000 2		Comp Software Secon		2,841.50
Total	EDMENTUM			2,841.50

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
	281965	EGAN SUPPLY CO.	06/14/2018	107.88
01 2620 319 001 000 2		Other Pur Ser Secon		31.50
01 1122 411 001 000 2		Materials		14.07
01 1123 411 001 000 2		Soc Stud Materials		9.64
01 2610 410 001 000 2		Supplies Secon		22.69
01 2610 410 002 000 1		Supplies Elem		22.69
01 1130 411 001 000 2		FCS Instr Materials		7.29
	281973	EGAN SUPPLY CO.	06/14/2018	28.65
01 1111 411 002 000 1		Grade 1 Materials		14.07
01 1100 410 002 000 1		Gen Supplies Elem		14.58
Total	EGAN SUPPLY CO.			136.53
	180300.jun18	ESU #10	06/30/2018	32,866.55
01 1213 313 001 000 2		Vocational		212.53
01 1291 318 002 000 1		PRE PT Services (3-5)		292.51
01 1292 313 002 000 1		Pre Sped PT Services (0-2)		106.36
01 1292 313 001 000 2		Pre Sped OT Services (0-2)		74.70
01 1216 313 002 000 1		Speech Therapy Elem		16,075.67
01 2212 319 001 000 2		Purch Prof Ser Secon		40.00
01 1214 313 001 000 2		Deaf		113.13
01 1292 313 000 000 0		Pre Deaf Ed Services (0-2)		131.48
01 1214 313 002 000 1		PT Therapy		930.73
01 1291 318 000 000 0		PRE D/E Psychologist Services (3-5)		(237.10)
01 1292 318 002 000 1		Pre D/E Psychological Services (0-2)		(237.10)
01 1212 313 002 000 1		SPED SUPERVISION		1,892.53
01 1291 313 000 000 0		PRE SPED Supervision (3-5)		422.82
01 1214 318 002 000 1		OT Therapy		983.58
01 1291 313 001 000 2		PRE OT Services (3-5)		186.75
01 1291 313 002 000 1		PRE Deaf Ed Services (3-5)		(16.70)
01 1292 313 000 000 0		Pre Deaf Ed Services (0-2)		(16.70)
01 1290 313 000 000 0		PRE SCHL SPEECH (3-5)		727.95
01 1292 313 000 000 9		Pre Speech (0-2)		95.82
01 1214 318 001 000 2		Vision		448.46
01 1213 313 002 000 1		Diagnostic Testing (School Psych)		10,112.15
01 1229 318 002 000 1		Contracted Services		20.00
01 2212 319 002 000 1		Purch Prof Ser Elem		40.00
01 2400 630 002 000 1		Dues And Fees Elem		60.00
01 2320 630 000 000 3		Dues And Fees		40.00
01 2400 630 001 000 2		Dues And Fees Secon		60.00
01 1215 313 002 000 1		Audiology Elem		306.98
Total	ESU #10			32,866.55
	AEPA000745	ESU COORDINATING COUNCIL	06/19/2018	312.00
01 2222 460 002 000 1		Elem Software		156.00
01 2222 460 001 000 2		Computer Software		156.00
Total	ESU COORDINATING COUNCIL			312.00
	60082446	ETA hand2mind	05/29/2018	3.36
01 1190 410 002 000 1		PreK Supplies		3.36
	60084173	ETA hand2mind	06/05/2018	9.31
01 1122 411 001 000 2		Materials		9.31
Total	ETA hand2mind			12.67
	837326.jun18	FARMERS CO-OPERATIVE ASSOC	06/28/2018	240.00

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 2620 319 001 000 2		Other Pur Ser Secon		120.00
01 2620 319 002 000 1		Other Purch Ser Elem		120.00
Total	FARMERS CO-OPERATIVE ASSOC			240.00
	AHRENS0009	FIRST CARE MEDICAL, P.C. OF KEARNEY	06/06/2018	175.00
01 2750 319 000 000 3		Purch Ser(physicals)		175.00
	PRITTS0000.2018	FIRST CARE MEDICAL, P.C. OF KEARNEY	06/15/2018	175.00
01 2750 319 000 000 3		Purch Ser(physicals)		175.00
Total	FIRST CARE MEDICAL, P.C. OF KEARNEY			350.00
	2336506	FISHER SCIENTIFIC	04/25/2018	207.12
01 1125 411 001 000 2		Instr Materials		6.24
01 1122 411 001 000 2		Materials		200.88
Total	FISHER SCIENTIFIC			207.12
	2218198	FLINN SCIENTIFIC INC	05/23/2018	351.90
01 1122 411 001 000 2		Materials		351.90
	2218222	FLINN SCIENTIFIC INC	05/23/2018	62.40
01 1122 411 001 000 2		Materials		62.40
Total	FLINN SCIENTIFIC INC			414.30
	881496	Green Line Equipment - Ravenna	06/05/2018	4.82
01 2750 337 000 000 3		Tires And Parts		4.82
Total	Green Line Equipment - Ravenna			4.82
	953751346	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	05/23/2018	1,986.00
01 1100 420 001 000 2		Textbooks Secon		1,986.00
	953756383	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	05/25/2018	1,952.10
01 1112 413 002 000 1		Expendable Wrkbk		1,952.10
	953756384	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	05/25/2018	976.05
01 1111 413 002 000 1		Expendable Wrkbk		976.05
	953756385	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO	05/25/2018	1,782.48
01 1113 413 002 000 1		Expendable Wrkbk		1,782.48
Total	HOUGHTON MIFFLIN HARCOURT PUBLISHING CO			6,696.63
	1100601840	INSIGHT PUBLIC SECTOR, INC.	06/07/2018	2,613.32
01 1100 560 001 000 2		Comp Equip Secon		2,613.32
Total	INSIGHT PUBLIC SECTOR, INC.			2,613.32
	1605847	JONES SCHOOL SUPPLY CO INC	05/23/2018	28.09
01 1115 411 002 000 1		Grade 5 Materials		28.09
Total	JONES SCHOOL SUPPLY CO INC			28.09
	2460.june2018	K & B PARTS	07/02/2018	306.97
01 2750 337 000 000 3		Tires And Parts		306.97
Total	K & B PARTS			306.97
	4840	KSB SCHOOL LAW, PC LLO	07/02/2018	198.00
01 2330 317 000 000 3		LEGAL SERVICES		198.00
Total	KSB SCHOOL LAW, PC LLO			198.00

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
	3622	LARSEN ELECTRIC INC	06/11/2018	2,336.00
01 2620 318 002 000 1		Other Purch Ser Elem		1,168.00
01 2620 318 001 000 2		Other Pur Ser Secon		1,168.00
	3623	LARSEN ELECTRIC INC	06/11/2018	810.41
01 2620 318 001 000 2		Con/ser Repair Secon		810.41
Total	LARSEN ELECTRIC INC			3,146.41
	537284	Mackin Education Resources	05/15/2018	1,781.16
01 2222 430 001 000 2		Library Books Secon		1,781.16
	537386	Mackin Education Resources	05/18/2018	823.41
01 2222 430 002 000 1		Library Books Elem		823.41
Total	Mackin Education Resources			2,604.57
	103035522001	McGraw-Hill School Education Holdings, LLS	05/23/2018	5,695.86
01 4210 410 000 000 9		SUPPLIES		5,695.86
Total	McGraw-Hill School Education Holdings, LLS			5,695.86
	1718-573	McGuigan, Julie	06/19/2018	7.50
01 2750 690 000 000 3		Other Exp		7.50
Total	McGuigan, Julie			7.50
	53054	MENARDS	06/19/2018	838.12
01 2620 319 001 000 2		Other Pur Ser Secon		838.12
	53727	MENARDS	06/28/2018	90.00
01 2620 318 001 000 2		Con/ser Repair Secon		90.00
Total	MENARDS			928.12
	59930	MERNARDS - KEARNEY	06/20/2018	164.81
01 2750 337 000 000 3		Tires And Parts		3.99
01 2620 319 001 000 2		Other Pur Ser Secon		160.82
Total	MERNARDS - KEARNEY			164.81
	13914	MIDWEST FLOOR SPECIALISTS	06/30/2018	1,990.00
01 2620 318 002 000 1		Cont/ser Repair Elem		1,990.00
Total	MIDWEST FLOOR SPECIALISTS			1,990.00
	2094698	MIDWEST TECHNOLOGY PRODUCTS	05/24/2018	223.38
01 1131 411 001 000 2		Instruc Materials		223.38
	2094700	MIDWEST TECHNOLOGY PRODUCTS	05/24/2018	52.80
01 1122 411 001 000 2		Materials		52.80
	2094701	MIDWEST TECHNOLOGY PRODUCTS	05/24/2018	62.91
01 1122 411 001 000 2		Materials		62.91
Total	MIDWEST TECHNOLOGY PRODUCTS			339.09
	99921654	Moore Medical LLC	06/08/2018	35.00
01 2610 410 001 000 2		Supplies Secon		17.50
01 2610 410 002 000 1		Supplies Elem		17.50
Total	Moore Medical LLC			35.00
	AXT0218	MOSAIC	03/05/2018	3,264.96
01 1238 362 001 000 2		Sped Tuition LVL III		3,264.96
Total	MOSAIC			3,264.96

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
	52744.jun2018	NE PUBLIC POWER DISTRICT	06/28/2018	125.28
01 2610 322 002 000 1		Electricity Elem		62.64
01 2610 322 001 000 2		Electricity Secon		62.64
	52749.jun2018	NE PUBLIC POWER DISTRICT	06/28/2018	51.05
01 2610 322 002 000 1		Electricity Elem		25.53
01 2610 322 001 000 2		Electricity Secon		25.52
	52754.jun18	NE PUBLIC POWER DISTRICT	06/28/2018	53.42
01 2610 322 002 000 1		Electricity Elem		26.71
01 2610 322 001 000 2		Electricity Secon		26.71
	52759.jun18	NE PUBLIC POWER DISTRICT	06/28/2018	4,611.37
01 2610 322 002 000 1		Electricity Elem		2,305.68
01 2610 322 001 000 2		Electricity Secon		2,305.69
	52765.jun18	NE PUBLIC POWER DISTRICT	06/28/2018	70.77
01 2610 322 002 000 1		Electricity Elem		35.39
01 2610 322 001 000 2		Electricity Secon		35.38
	52769.jun18	NE PUBLIC POWER DISTRICT	06/28/2018	128.91
01 2610 322 002 000 1		Electricity Elem		64.45
01 2610 322 001 000 2		Electricity Secon		64.46
Total		NE PUBLIC POWER DISTRICT		5,040.80
	20303688	NEBR CENTRAL TELEPHONE CO	06/16/2018	328.65
01 2510 342 002 000 1		Telephone Elem		164.33
01 2510 342 001 000 2		Telephone Secon		164.32
	20304752	NEBR CENTRAL TELEPHONE CO	06/16/2018	106.34
01 2510 342 002 000 1		Telephone Elem		53.17
01 2510 342 001 000 2		Telephone Secon		53.17
	20305050	NEBR CENTRAL TELEPHONE CO	06/16/2018	33.40
01 2510 342 002 000 1		Telephone Elem		16.70
01 2510 342 001 000 2		Telephone Secon		16.70
Total		NEBR CENTRAL TELEPHONE CO		468.39
	8687616	New Readers Press	05/23/2018	166.94
01 1229 413 002 000 1		Expendable Wrbk Elem		83.47
01 1222 413 001 000 2		Expendable Workbooks		83.47
Total		New Readers Press		166.94
	2018-19 Member	NRCSA	06/18/2018	850.00
01 2310 630 000 000 3		Dues And Fees		850.00
Total		NRCSA		850.00
	1654	NSBA	06/18/2018	65.00
01 2212 630 001 000 2		Dues And Fees Secon		65.00
Total		NSBA		65.00
	1882-20180630	ONE SOURCE	06/30/2018	18.50
01 2310 318 000 000 3		SERVICES		18.50
Total		ONE SOURCE		18.50
	21019-1151058	PAYFLEX SYSTEMS USA INC	06/10/2018	107.10
01 2310 630 000 000 3		Dues And Fees		107.10
Total		PAYFLEX SYSTEMS USA INC		107.10
	phw.july18	PRAIRIE HILLS WIRELESS, LLC	07/01/2018	60.00
01 1100 381 000 000 3		INTERNET SERVICES		60.00

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
Total	PRAIRIE HILLS WIRELESS, LLC			60.00
	buslicense.gp2018	Psota, Gary	06/14/2018	65.00
01 2750 690 000 000 3		Other Exp		65.00
Total	Psota, Gary			65.00
	S1366964.003	PYRAMID SCHOOL PRODUCTS	05/30/2018	310.90
01 2620 319 001 000 2		Other Pur Ser Secon		155.45
01 2620 319 002 000 1		Other Purch Ser Elem		155.45
Total	PYRAMID SCHOOL PRODUCTS			310.90
	832.2018	Ravenna Medical Clinic PC	06/13/2018	164.00
01 2750 319 000 000 3		Purch Ser(physicals)		164.00
Total	Ravenna Medical Clinic PC			164.00
	trash.july18	RAVENNA SANITATION	07/05/2018	472.80
01 2620 319 002 000 1		Other Purch Ser Elem		236.40
01 2620 319 001 000 2		Other Pur Ser Secon		236.40
Total	RAVENNA SANITATION			472.80
	6418325	REALLY GOOD STUFF LLC	05/23/2018	331.25
01 1112 411 002 000 1		Grade 2 Materials		124.69
01 1114 411 002 000 1		Grade 4 Materials		74.01
01 1116 411 002 000 1		Grade 6 Materials		132.55
Total	REALLY GOOD STUFF LLC			331.25
	10237776	S&S WORLDWIDE	05/15/2018	35.25
01 1100 410 002 000 1		Gen Supplies Elem		35.25
Total	S&S WORLDWIDE			35.25
	17167846	SCHOLASTIC INC	05/24/2018	205.68
01 1100 420 001 000 2		Textbooks Secon		205.68
Total	SCHOLASTIC INC			205.68
	3445832-00	SCHOOL HEALTH CORPORATION	05/25/2018	48.47
01 2130 410 000 000 3		Health Supplies		48.47
Total	SCHOOL HEALTH CORPORATION			48.47
	0687511-IN	School Nurse Supply, Inc.	05/24/2018	377.23
01 2130 410 000 000 3		Health Supplies		377.23
Total	School Nurse Supply, Inc.			377.23
	208120461222	School Specialty Inc	05/18/2018	113.83
01 1114 411 002 000 1		Grade 4 Materials		113.83
	208120461228	School Specialty Inc	05/18/2018	123.95
01 1111 411 002 000 1		Grade 1 Materials		123.95
	208120461322	School Specialty Inc	05/18/2018	122.25
01 1111 411 002 000 1		Grade 1 Materials		55.34
01 1190 410 002 000 1		PreK Supplies		46.74
01 2400 410 002 000 1		Supplies Elem		3.36
01 1100 410 002 000 1		Gen Supplies Elem		16.81
	208120462449	School Specialty Inc	05/18/2018	115.36
01 2222 410 001 000 2		Supplies Secon		57.68

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 2222 410 002 000 1		Supplies Elem		57.68
	208120469819	School Specialty Inc	05/21/2018	6.49
01 1111 411 002 000 1		Grade 1 Materials		6.49
	208120469872	School Specialty Inc	05/21/2018	78.65
01 1190 410 002 000 1		PreK Supplies		78.65
	208120475940	School Specialty Inc	05/22/2018	14.81
01 1190 410 002 000 1		PreK Supplies		14.81
	208120479018	School Specialty Inc	05/22/2018	131.89
01 2120 410 002 000 1		Supplies Elem		56.35
01 1122 411 001 000 2		Materials		17.02
01 1120 411 001 000 2		Lang Arts Materials		25.52
01 2222 410 001 000 2		Supplies Secon		7.79
01 2510 410 000 000 3		Supplies		17.08
01 1131 411 001 000 2		Instruc Materials		8.13
	208120483248	School Specialty Inc	05/23/2018	27.68
01 1131 411 001 000 2		Instruc Materials		27.68
	208120493143	School Specialty Inc	05/24/2018	28.07
01 1122 411 001 000 2		Materials		28.07
	208120520349	School Specialty Inc	05/31/2018	3,801.24
01 1100 531 001 000 2		Furniture Secon		3,801.24
	208120528637	School Specialty Inc	06/01/2018	19.17
01 1190 410 002 000 1		PreK Supplies		19.17
Total School Specialty Inc				<u>4,583.39</u>
	208120562415	SCHOOL SPECIALTY INC	06/07/2018	2,109.97
01 1100 531 001 000 2		Furniture Secon		2,093.60
01 2222 410 001 000 2		Supplies Secon		16.37
Total SCHOOL SPECIALTY INC				<u>2,109.97</u>
	0918.2018	SOFTWARE UNLIMITED INC	07/02/2018	5,250.00
01 2510 460 000 000 3		Computer Software		5,250.00
Total SOFTWARE UNLIMITED INC				<u>5,250.00</u>
	3378324117	STAPLES ADVANTAGE	05/17/2018	64.83
01 1131 411 001 000 2		Instruc Materials		64.83
	3378324118	STAPLES ADVANTAGE	05/17/2018	129.96
01 1222 411 001 000 2		Instruc Mater Secon		19.69
01 1121 411 001 000 2		Math Materials		77.39
01 2510 410 000 000 3		Supplies		20.10
01 1122 411 001 000 2		Materials		12.78
	3378324119	STAPLES ADVANTAGE	05/17/2018	86.24
01 1122 411 001 000 2		Materials		86.24
	3378400352	STAPLES ADVANTAGE	05/18/2018	3.79
01 2222 410 001 000 2		Supplies Secon		3.79
	3378857121	STAPLES ADVANTAGE	05/24/2018	35.40
01 1121 411 001 000 2		Math Materials		35.40
	3379172358	STAPLES ADVANTAGE	05/26/2018	20.29
01 1121 411 001 000 2		Math Materials		20.29
	3380465543	STAPLES ADVANTAGE	06/07/2018	83.92
01 1111 411 002 000 1		Grade 1 Materials		7.50
01 1116 411 002 000 1		Grade 6 Materials		40.94
01 1110 411 002 000 1		Kingrt Materials		21.11
01 1113 411 002 000 1		Grade 3 Materials		7.50
01 1112 411 002 000 1		Grade 2 Materials		6.87
	3380465545	STAPLES ADVANTAGE	06/07/2018	22.50

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
01 1100 410 002 000 1		Gen Supplies Elem		11.25
01 1111 411 002 000 1		Grade 1 Materials		3.75
01 1113 411 002 000 1		Grade 3 Materials		7.50
	3380465546	STAPLES ADVANTAGE	06/07/2018	231.55
01 1120 411 001 000 2		Lang Arts Materials		9.98
01 1125 411 001 000 2		Instr Materials		4.99
01 1121 411 001 000 2		Math Materials		3.12
01 2510 410 000 000 3		Supplies		14.88
01 1132 411 001 000 2		Foreign Lang Mater		7.50
01 1118 411 001 000 2		Music Materials		15.00
01 1126 411 001 000 2		Instr Materials		7.50
01 2120 410 001 000 2		Supplies Secon		3.12
01 1120 411 001 000 2		Lang Arts Materials		8.08
01 1222 411 001 000 2		Instruc Mater Secon		9.36
01 1118 411 002 000 1		Music Materials		3.75
01 1122 411 001 000 2		Materials		120.18
01 1123 411 001 000 2		Soc Stud Materials		12.98
01 1229 410 002 000 1		Gen Supplies Elem		11.11
	3380465547	STAPLES ADVANTAGE	06/07/2018	156.49
01 2610 410 001 000 2		Supplies Secon		56.25
01 2610 410 002 000 1		Supplies Elem		56.25
01 1126 411 001 000 2		Instr Materials		28.99
01 1132 411 001 000 2		Foreign Lang Mater		3.75
01 1120 411 001 000 2		Lang Arts Materials		11.25
	3380543347	STAPLES ADVANTAGE	06/08/2018	7.50
01 1111 411 002 000 1		Grade 1 Materials		3.75
01 1100 410 002 000 1		Gen Supplies Elem		3.75
	3380543348	STAPLES ADVANTAGE	06/08/2018	50.49
01 1132 411 001 000 2		Foreign Lang Mater		7.50
01 2610 410 002 000 1		Supplies Elem		42.99
Total STAPLES ADVANTAGE				892.96
	form74.2ndqtr2018	STATE OF NEBRASKA	07/05/2018	343.00
01 2750 336 000 000 3		Gas And Oil		343.00
Total STATE OF NEBRASKA				343.00
	231872	STUDIES WEEKLY	05/22/2018	321.30
01 1112 412 002 000 1		Classroom Periodical		321.30
	231878	STUDIES WEEKLY	06/08/2018	244.80
01 1115 412 002 000 1		Classroom Periodical		244.80
	231880	STUDIES WEEKLY	06/08/2018	229.50
01 1113 412 002 000 1		Classroom Periodical		229.50
Total STUDIES WEEKLY				795.60
	442388633	SUPPLYWORKS	06/06/2018	140.40
01 2610 410 002 000 1		Supplies Elem		70.20
01 2610 410 001 000 2		Supplies Secon		70.20
	442388641	SUPPLYWORKS	06/06/2018	45.42
01 2620 319 001 000 2		Other Pur Ser Secon		45.42
	442561742	SUPPLYWORKS	06/07/2018	2,718.48
01 2620 319 002 000 1		Other Purch Ser Elem		1,359.24
01 2620 319 001 000 2		Other Pur Ser Secon		1,359.24
	442730156	SUPPLYWORKS	06/08/2018	246.24
01 2620 319 002 000 1		Other Purch Ser Elem		123.12
01 2620 319 001 000 2		Other Pur Ser Secon		123.12

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
	445158959	SUPPLYWORKS	06/28/2018	278.02
01 2620 318 002 000 1		Cont/ser Repair Elem		278.02
Total	SUPPLYWORKS			3,428.56
	105595	TONAS GRAPHICS	05/23/2018	1,037.73
01 1127 411 001 000 2		Secon Art Materials		1,037.73
Total	TONAS GRAPHICS			1,037.73
	usbank.jun18	U.S. Bank	06/25/2018	8,184.21
01 1124 411 001 000 2		Computer Parts-etc		135.32
01 1222 670 001 000 2		Travel Secon		130.04
01 1229 670 002 000 1		Travel Elem		130.04
01 1222 411 001 000 2		Instruc Mater Secon		183.70
01 1229 411 002 000 1		Instruc Mater Elem		183.71
01 1100 531 001 000 2		Furniture Secon		888.21
01 1111 413 002 000 1		Expendable Wrkbk		82.43
01 1126 411 001 000 2		Instr Materials		109.85
01 1128 411 002 000 1		Instrument Materials		52.99
01 3135 530 000 000 3		High Abilt Learn Equip		4,403.63
01 1100 410 001 000 2		Gen Supplies Secon		380.00
01 2510 341 000 000 3		Postage		17.95
01 2750 336 000 000 3		Gas And Oil		148.54
01 2620 319 001 000 2		Other Pur Ser Secon		314.27
01 1100 531 002 000 1		Furniture Elem		888.21
01 1124 411 002 000 1		Computer Parts-etc		135.32
Total	U.S. Bank			8,184.21
	INV225101	UNITED LABORATORIES	06/04/2018	207.39
01 2620 319 001 000 2		Other Pur Ser Secon		207.39
Total	UNITED LABORATORIES			207.39
	2046186	US FOODS, INC.,	05/29/2018	149.12
01 2610 410 002 000 1		Supplies Elem		149.12
Total	US FOODS, INC.,			149.12
	902384967	US GAMES	07/05/2018	560.11
01 1119 411 002 000 1		Elem Pe Materials		200.00
01 1129 411 001 000 2		Instr Materials		360.11
Total	US GAMES			560.11
	4960080201806	Verizon Business	07/01/2018	60.43
01 2510 342 002 000 1		Telephone Elem		30.22
01 2510 342 001 000 2		Telephone Secon		30.21
Total	Verizon Business			60.43
	9809804854	VERIZON WIRELESS	05/25/2018	172.66
01 2510 342 002 000 1		Telephone Elem		86.33
01 2510 342 001 000 2		Telephone Secon		86.33
Total	VERIZON WIRELESS			172.66
	5294940	VERNIER SOFTWARE & TECHNOLOGY	05/22/2018	43.00
01 1122 411 001 000 2		Materials		43.00
Total	VERNIER SOFTWARE & TECHNOLOGY			43.00

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PO Number	Invoice Number	Vendor Name	Invoice Date	Amount
Account Number		Detail Description		Amount
	84100	Wieser Educational	05/23/2018	629.44
01 1222 420 001 000 2		Textbooks		629.44
Total	Wieser Educational			629.44
	rps.june18	WILKE'S TRUE VALUE	06/30/2018	332.03
01 2620 318 002 000 1		Cont/ser Repair Elem		184.40
01 2620 318 001 000 2		Con/ser Repair Secon		144.50
01 2610 410 001 000 2		Supplies Secon		3.13
Total	WILKE'S TRUE VALUE			332.03
Fund Number	01			117,631.78
Checking Account ID	01			117,631.78

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01	General							
01 1100 110 002 000 1	Salaries Elem	830,700.00	59,692.47	580,173.18	69.84	250,526.82	0.00	250,526.82
01 1100 111 002 000 1	Cash in lieu of BC Elem	18,150.00	1,511.91	16,631.01	91.63	1,518.99	0.00	1,518.99
01 1100 120 002 000 1	Sub Salaries Elem	22,000.00	0.00	16,135.02	73.34	5,864.98	0.00	5,864.98
01 1100 140 002 000 1	Aides Salaries	0.00	0.00	42.09	0.00	(42.09)	0.00	(42.09)
01 1100 210 002 000 1	Fica Elem	66,620.00	4,394.59	44,331.21	66.54	22,288.79	0.00	22,288.79
01 1100 220 002 000 1	Retirement Elem	82,055.00	5,896.30	57,333.04	69.87	24,721.96	0.00	24,721.96
01 1100 230 002 000 1	Health Ins Elem	224,000.00	16,365.94	146,112.73	65.23	77,887.27	0.00	77,887.27
01 1100 290 002 000 1	Life Ins Elem	1,550.00	115.67	1,144.09	73.81	405.91	0.00	405.91
01 1100 310 002 000 1	ASSEMBLIES	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 1100 318 002 000 1	Cont Repair Elem	1,500.00	0.00	0.00	0.00	1,500.00	0.00	1,500.00
01 1100 327 002 000 1	LEASED EQUIP	8,500.00	0.00	3,543.40	41.69	4,956.60	0.00	4,956.60
01 1100 410 002 000 1	Gen Supplies Elem	15,000.00	2,108.95	9,147.58	60.98	5,852.42	0.00	5,852.42
01 1100 420 002 000 1	Textbooks Elem	20,000.00	0.00	14,291.47	71.46	5,708.53	0.00	5,708.53
01 1100 460 002 000 1	Comp Software Elem	20,000.00	0.00	15,856.37	79.28	4,143.63	0.00	4,143.63
01 1100 530 002 000 1	Equipment Elem	12,500.00	0.00	0.00	0.00	12,500.00	0.00	12,500.00
01 1100 531 002 000 1	Furniture Elem	7,000.00	888.21	888.21	12.69	6,111.79	0.00	6,111.79
01 1100 560 002 000 1	Comp Equip Elem	2,500.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00
01 1100 630 002 000 1	FEES	500.00	0.00	735.00	147.00	(235.00)	0.00	(235.00)
01 1100 670 002 000 1	Travel Elem	1,500.00	0.00	704.30	46.95	795.70	0.00	795.70
01 1100 690 002 000 1	Other Misc Exp Elem	2,500.00	0.00	481.25	19.25	2,018.75	0.00	2,018.75
01 1100 110 001 000 2	Salaries Secon	841,400.00	73,477.87	768,586.13	91.35	72,813.87	0.00	72,813.87
01 1100 111 001 000 2	Cash in lieu of BC Secon	18,150.00	1,511.93	16,631.23	91.63	1,518.77	0.00	1,518.77
01 1100 120 001 000 2	Sub Salaries Secon	50,000.00	0.00	33,984.40	67.97	16,015.60	0.00	16,015.60
01 1100 140 001 000 2	Aides Secon	1,000.00	0.00	641.10	64.11	358.90	0.00	358.90
01 1100 210 001 000 2	Fica Secon	69,657.00	5,560.31	60,842.22	87.35	8,814.78	0.00	8,814.78
01 1100 220 001 000 2	Retirement Secon	83,211.00	7,257.99	74,656.82	89.72	8,554.18	0.00	8,554.18
01 1100 230 001 000 2	Health Ins Secon	248,000.00	18,479.07	203,699.10	82.14	44,300.90	0.00	44,300.90
01 1100 290 001 000 2	Life Ins Secon	1,525.00	126.12	1,391.15	91.22	133.85	0.00	133.85
01 1100 310 001 000 2	ASSEMBLIES	1,000.00	0.00	350.00	35.00	650.00	0.00	650.00
01 1100 318 001 000 2	Cont Repair Secon	5,000.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00
01 1100 327 001 000 2	LEASED EQUIP	9,000.00	0.00	7,086.60	78.74	1,913.40	0.00	1,913.40
01 1100 382 001 000 2	Distance Education	7,500.00	0.00	8,250.00	110.00	(750.00)	0.00	(750.00)
01 1100 410 001 000 2	Gen Supplies Secon	15,000.00	1,908.44	11,569.83	77.13	3,430.17	0.00	3,430.17
01 1100 420 001 000 2	Textbooks Secon	15,000.00	5,221.92	7,256.74	48.38	7,743.26	0.00	7,743.26
01 1100 460 001 000 2	Comp Software Secon	30,000.00	2,841.50	16,356.60	54.52	13,643.40	0.00	13,643.40
01 1100 530 001 000 2	Equipment Secon	24,337.00	0.00	1,135.53	4.67	23,201.47	0.00	23,201.47
01 1100 531 001 000 2	Furniture Secon	10,000.00	6,783.05	6,783.05	67.83	3,216.95	0.00	3,216.95
01 1100 560 001 000 2	Comp Equip Secon	60,000.00	2,613.32	2,613.32	4.36	57,386.68	0.00	57,386.68
01 1100 630 001 000 2	FEES	5,500.00	0.00	8,596.00	156.29	(3,096.00)	0.00	(3,096.00)
01 1100 670 001 000 2	Travel Secon	2,000.00	0.00	2,608.26	130.41	(608.26)	0.00	(608.26)
01 1100 690 001 000 2	Other Misc Exp Secon	7,500.00	0.00	1,203.47	16.05	6,296.53	0.00	6,296.53
01 1100 381 000 000 3	INTERNET SERVICES	10,000.00	776.21	5,121.20	51.21	4,878.80	0.00	4,878.80
01 1100 391 000 000 3	Mileage for Psyche Services	5,000.00	0.00	946.27	18.93	4,053.73	0.00	4,053.73
1100	SALARIES	2,857,355.00	217,531.77	2,147,858.97	75.17	709,496.03	0.00	709,496.03
01 1110 411 002 000 1	Kingrt Materials	300.00	25.69	61.65	20.55	238.35	0.00	238.35
01 1110 412 002 000 1	Classroom Periodical	200.00	0.00	0.00	0.00	200.00	0.00	200.00
01 1110 413 002 000 1	Expendable Wrbk	600.00	0.00	0.00	0.00	600.00	0.00	600.00
1110	1110	1,100.00	25.69	61.65	5.60	1,038.35	0.00	1,038.35
01 1111 411 002 000 1	Grade 1 Materials	400.00	214.85	226.84	56.71	173.16	0.00	173.16
01 1111 412 002 000 1	Classroom Periodical	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 1111 413 002 000 1	Expendable Wrkbk	1,700.00	1,058.48	1,058.48	62.26	641.52	0.00	641.52
1111	1111	2,200.00	1,273.33	1,285.32	58.42	914.68	0.00	914.68
01 1112 411 002 000 1	Grade 2 Materials	400.00	131.56	248.50	62.13	151.50	0.00	151.50

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 1112 412 002 000 1	Classroom Periodical	150.00	321.30	321.30	214.20	(171.30)	0.00	(171.30)
01 1112 413 002 000 1	Expendable Wrkbk	1,600.00	1,952.10	1,952.10	122.01	(352.10)	0.00	(352.10)
1112 1112		2,150.00	2,404.96	2,521.90	117.30	(371.90)	0.00	(371.90)
01 1113 411 002 000 1	Grade 3 Materials	400.00	15.00	15.00	3.75	385.00	0.00	385.00
01 1113 412 002 000 1	Classroom Periodical	150.00	229.50	229.50	153.00	(79.50)	0.00	(79.50)
01 1113 413 002 000 1	Expendable Wrkbk	1,400.00	1,782.48	1,782.48	127.32	(382.48)	0.00	(382.48)
1113 1113		1,950.00	2,026.98	2,026.98	103.95	(76.98)	0.00	(76.98)
01 1114 411 002 000 1	Grade 4 Materials	400.00	187.84	187.84	46.96	212.16	0.00	212.16
01 1114 412 002 000 1	Classroom Periodical	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 1114 413 002 000 1	Expendable Wrkbk	500.00	0.00	0.00	0.00	500.00	0.00	500.00
1114 1114		1,050.00	187.84	187.84	17.89	862.16	0.00	862.16
01 1115 411 002 000 1	Grade 5 Materials	400.00	28.09	87.05	21.76	312.95	0.00	312.95
01 1115 412 002 000 1	Classroom Periodical	150.00	244.80	244.80	163.20	(94.80)	0.00	(94.80)
01 1115 413 002 000 1	Expendable Wrkbk	400.00	0.00	0.00	0.00	400.00	0.00	400.00
1115 Grade 5		950.00	272.89	331.85	34.93	618.15	0.00	618.15
01 1116 411 002 000 1	Grade 6 Materials	400.00	173.49	173.49	43.37	226.51	0.00	226.51
01 1116 412 002 000 1	Classroom Periodical	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 1116 413 002 000 1	Expendable Wrkbk	150.00	0.00	0.00	0.00	150.00	0.00	150.00
1116 1116		700.00	173.49	173.49	24.78	526.51	0.00	526.51
01 1117 411 002 000 1	Elem Art Materials	500.00	3.60	3.60	0.72	496.40	0.00	496.40
1117 MATERIALS & TEXTBOOKS		500.00	3.60	3.60	0.72	496.40	0.00	496.40
01 1118 411 002 000 1	Music Materials	727.00	3.75	27.53	3.79	699.47	0.00	699.47
01 1118 530 002 000 1	Music Equipment	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 1118 411 001 000 2	Music Materials	1,000.00	15.00	913.71	91.37	86.29	0.00	86.29
01 1118 530 001 000 2	Music Equipment	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 1118 600 001 000 2	Other (Band Uniforms)	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 1118 631 001 000 2	Choral Registration	831.00	0.00	195.45	23.52	635.55	0.00	635.55
1118 MUSIC		3,558.00	18.75	1,136.69	31.95	2,421.31	0.00	2,421.31
01 1119 411 002 000 1	Elem Pe Materials	200.00	200.00	200.00	100.00	0.00	0.00	0.00
01 1119 530 002 000 1	Equipment	300.00	0.00	0.00	0.00	300.00	0.00	300.00
1119 1119		500.00	200.00	200.00	40.00	300.00	0.00	300.00
01 1120 411 001 000 2	Lang Arts Materials	500.00	54.83	82.82	16.56	417.18	0.00	417.18
01 1120 412 001 000 2	Classroom Periodical	600.00	0.00	0.00	0.00	600.00	0.00	600.00
01 1120 460 001 000 2	Computer Software	200.00	0.00	44.00	22.00	156.00	0.00	156.00
01 1120 631 001 000 2	Student Registration	900.00	0.00	0.00	0.00	900.00	0.00	900.00
1120 1120		2,200.00	54.83	126.82	5.76	2,073.18	0.00	2,073.18
01 1121 411 001 000 2	Math Materials	200.00	136.20	136.20	68.10	63.80	0.00	63.80
1121 1121		200.00	136.20	136.20	68.10	63.80	0.00	63.80
01 1122 318 001 000 2	Science Equip Repair	750.00	0.00	0.00	0.00	750.00	0.00	750.00
01 1122 411 001 000 2	Materials	5,000.00	2,921.81	3,380.51	67.61	1,619.49	0.00	1,619.49
01 1122 412 001 000 2	Classroom Periodical	350.00	0.00	0.00	0.00	350.00	0.00	350.00
01 1122 460 001 000 2	Computer Software	250.00	0.00	0.00	0.00	250.00	0.00	250.00
01 1122 530 001 000 2	Equipment	3,000.00	0.00	0.00	0.00	3,000.00	0.00	3,000.00
1122 SCIENCE AND COMPUTER		9,350.00	2,921.81	3,380.51	36.16	5,969.49	0.00	5,969.49
01 1123 411 001 000 2	Soc Stud Materials	150.00	22.62	22.62	15.08	127.38	0.00	127.38
01 1123 412 001 000 2	Classroom Periodical	320.00	0.00	0.00	0.00	320.00	0.00	320.00
1123 SOCIAL STUDIES		470.00	22.62	22.62	4.81	447.38	0.00	447.38
01 1124 318 002 000 1	Compu Repair Service	2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
01 1124 411 002 000 1	Computer Parts-etc	5,000.00	135.32	2,335.88	46.72	2,664.12	0.00	2,664.12
01 1124 318 001 000 2	Compu Repair Service	2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 1124 411 001 000 2	Computer Parts-etc	5,000.00	135.32	2,335.94	46.72	2,664.06	0.00	2,664.06
1124	COMPUTER REPAIR & EQUIPMENT	14,000.00	270.64	4,671.82	33.37	9,328.18	0.00	9,328.18
01 1125 318 001 000 2	Ag Equip Repair Ser	600.00	0.00	0.00	0.00	600.00	0.00	600.00
01 1125 319 001 000 2	Other Purchased Serv	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 1125 411 001 000 2	Instr Materials	4,000.00	33.67	1,135.57	28.39	2,864.43	0.00	2,864.43
01 1125 413 001 000 2	Expendable Wrbk	65.00	0.00	0.00	0.00	65.00	0.00	65.00
01 1125 460 001 000 2	Comp Software	500.00	0.00	295.00	59.00	205.00	0.00	205.00
01 1125 530 001 000 2	Equipment	125.00	0.00	0.00	0.00	125.00	0.00	125.00
01 1125 630 001 000 2	Instr Registration	50.00	0.00	25.00	50.00	25.00	0.00	25.00
01 1125 631 001 000 2	Student Registration	900.00	0.00	753.00	83.67	147.00	0.00	147.00
01 1125 670 001 000 2	Instructor Travel	700.00	0.00	0.00	0.00	700.00	0.00	700.00
01 1125 671 001 000 2	Student Travel	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
1125	AGRICULTURE	8,940.00	33.67	2,208.57	24.70	6,731.43	0.00	6,731.43
01 1126 318 001 000 2	Business Repair Ser	200.00	0.00	0.00	0.00	200.00	0.00	200.00
01 1126 411 001 000 2	Instr Materials	1,000.00	362.84	362.84	36.28	637.16	0.00	637.16
01 1126 413 001 000 2	Expendable Wrbk	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 1126 460 001 000 2	Comp Software	1,000.00	699.00	1,048.50	104.85	(48.50)	0.00	(48.50)
01 1126 530 001 000 2	Equipment	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 1126 630 001 000 2	Instru Registration	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 1126 631 001 000 2	Student Registration	1,300.00	0.00	20.00	1.54	1,280.00	0.00	1,280.00
01 1126 670 001 000 2	Instructor Travel	200.00	0.00	0.00	0.00	200.00	0.00	200.00
01 1126 671 001 000 2	Student Travel	100.00	0.00	0.00	0.00	100.00	0.00	100.00
1126	BUSINESS	5,000.00	1,061.84	1,431.34	28.63	3,568.66	0.00	3,568.66
01 1127 411 001 000 2	Secon Art Materials	1,800.00	1,906.88	2,155.48	119.75	(355.48)	0.00	(355.48)
1127	SECON ART MATERIALS	1,800.00	1,906.88	2,155.48	119.75	(355.48)	0.00	(355.48)
01 1128 318 002 000 1	Instrument Repair	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 1128 411 002 000 1	Instrument Materials	1,000.00	52.99	69.48	6.95	930.52	0.00	930.52
01 1128 530 002 000 1	Equipment	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 1128 631 002 000 1	Student Registration	500.00	0.00	170.00	34.00	330.00	0.00	330.00
01 1128 318 001 000 2	Instrument Repair Secon	2,000.00	0.00	38.00	1.90	1,962.00	0.00	1,962.00
01 1128 319 001 000 2	Other Purchased Services	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 1128 411 001 000 2	Instr Materials	1,000.00	0.00	1,797.05	179.71	(797.05)	0.00	(797.05)
01 1128 530 001 000 2	Equipment	3,000.00	0.00	1,303.46	43.45	1,696.54	0.00	1,696.54
01 1128 631 001 000 2	Registration	500.00	0.00	45.00	9.00	455.00	0.00	455.00
1128	BAND	10,000.00	52.99	3,422.99	34.23	6,577.01	0.00	6,577.01
01 1129 318 001 000 2	REPAIR	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 1129 327 001 000 2	Secon Pe Rental	6,500.00	0.00	1,930.00	29.69	4,570.00	0.00	4,570.00
01 1129 411 001 000 2	Instr Materials	800.00	360.11	701.17	87.65	98.83	0.00	98.83
01 1129 530 001 000 2	Equipment	1,000.00	0.00	3,907.35	390.74	(2,907.35)	0.00	(2,907.35)
1129	P.E.	8,800.00	360.11	6,538.52	74.30	2,261.48	0.00	2,261.48
01 1130 411 001 000 2	FCS Instr Materials	500.00	7.29	392.12	78.42	107.88	0.00	107.88
1130	HOME ECONOMICS	500.00	7.29	392.12	78.42	107.88	0.00	107.88
01 1131 318 001 000 2	Ind Art Equip Repair	300.00	0.00	0.00	0.00	300.00	0.00	300.00
01 1131 411 001 000 2	Instruc Materials	2,000.00	324.02	342.00	17.10	1,658.00	0.00	1,658.00
01 1131 460 001 000 2	Comp Software	300.00	0.00	0.00	0.00	300.00	0.00	300.00
01 1131 530 001 000 2	Equipment	1,000.00	0.00	1,596.00	159.60	(596.00)	0.00	(596.00)
01 1131 630 001 000 2	Instru Registration	80.00	0.00	50.00	62.50	30.00	0.00	30.00
01 1131 631 001 000 2	Student Registration	1,000.00	0.00	960.00	96.00	40.00	0.00	40.00
01 1131 670 001 000 2	Instructor Travel	200.00	0.00	0.00	0.00	200.00	0.00	200.00
01 1131 671 001 000 2	Student Travel	50.00	0.00	0.00	0.00	50.00	0.00	50.00
1131	INDUSTRIAL ARTS	4,930.00	324.02	2,948.00	59.80	1,982.00	0.00	1,982.00
01 1132 411 001 000 2	Foreign Lang Mater	200.00	18.75	30.74	15.37	169.26	0.00	169.26

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 1132 412 001 000 2	Classroom Period	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 1132 631 001 000 2	REGISTRATION	50.00	0.00	0.00	0.00	50.00	0.00	50.00
1132 FOREIGN LANGUAGE		400.00	18.75	30.74	7.69	369.26	0.00	369.26
01 1133 411 001 000 2	Journalism Materials	300.00	0.00	0.00	0.00	300.00	0.00	300.00
01 1133 530 001 000 2	Journalism Equip	300.00	0.00	0.00	0.00	300.00	0.00	300.00
1133 JOURNALISM		600.00	0.00	0.00	0.00	600.00	0.00	600.00
01 1160 110 000 000 3	Poverty Instructional Program	0.00	8,339.01	91,729.11	0.00	(91,729.11)	0.00	(91,729.11)
01 1160 210 000 000 3	Poverty Program FICA	0.00	585.91	6,467.55	0.00	(6,467.55)	0.00	(6,467.55)
01 1160 220 000 000 3	Poverty Program Retire	0.00	823.71	9,060.81	0.00	(9,060.81)	0.00	(9,060.81)
01 1160 230 000 000 3	Poverty Program Health Ins	0.00	1,816.02	19,971.66	0.00	(19,971.66)	0.00	(19,971.66)
01 1160 290 000 000 3	Life	0.00	11.93	131.17	0.00	(131.17)	0.00	(131.17)
1160 POVERTY		0.00	11,576.58	127,360.30	0.00	(127,360.30)	0.00	(127,360.30)
01 1190 110 002 000 1	PreK Salary	35,204.00	2,933.67	8,053.25	22.88	27,150.75	0.00	27,150.75
01 1190 120 002 000 1	PreK Subs	1,500.00	0.00	27.50	1.83	1,472.50	0.00	1,472.50
01 1190 140 002 000 1	PreK Para	39,100.00	2,329.24	21,918.65	56.06	17,181.35	0.00	17,181.35
01 1190 210 002 000 1	PreK Fica	5,799.00	272.52	1,386.87	23.92	4,412.13	0.00	4,412.13
01 1190 220 002 000 1	PreK Retire	7,340.00	519.86	2,641.86	35.99	4,698.14	0.00	4,698.14
01 1190 230 002 000 1	PreK Health	32,200.00	2,167.14	9,991.83	31.03	22,208.17	0.00	22,208.17
01 1190 290 002 000 1	PreK Life	192.00	15.20	75.62	39.39	116.38	0.00	116.38
01 1190 410 002 000 1	PreK Supplies	500.00	162.73	307.66	61.53	192.34	0.00	192.34
01 1190 690 002 000 1	PreK Misc Exp	500.00	0.00	0.00	0.00	500.00	0.00	500.00
1190 PREK		122,335.00	8,400.36	44,403.24	36.30	77,931.76	0.00	77,931.76
01 1212 313 002 000 1	SPED SUPERVISION	35,000.00	1,892.53	3,962.54	11.32	31,037.46	0.00	31,037.46
1212 SP ED		35,000.00	1,892.53	3,962.54	11.32	31,037.46	0.00	31,037.46
01 1213 313 002 000 1	Diagnostic Testing (School Psych)	50,000.00	10,112.15	33,035.24	66.07	16,964.76	0.00	16,964.76
01 1213 313 001 000 2	Vocational	10,000.00	212.53	6,202.79	62.03	3,797.21	0.00	3,797.21
1213 School Psych		60,000.00	10,324.68	39,238.03	65.40	20,761.97	0.00	20,761.97
01 1214 313 002 000 1	PT Therapy	16,000.00	930.73	11,956.53	74.73	4,043.47	0.00	4,043.47
01 1214 318 002 000 1	OT Therapy	22,000.00	983.58	14,130.84	64.23	7,869.16	0.00	7,869.16
01 1214 313 001 000 2	Deaf	2,500.00	113.13	1,440.28	57.61	1,059.72	0.00	1,059.72
01 1214 318 001 000 2	Vision	4,500.00	448.46	3,123.25	69.41	1,376.75	0.00	1,376.75
1214 DIAGNOSTIC TESTING		45,000.00	2,475.90	30,650.90	68.11	14,349.10	0.00	14,349.10
01 1215 313 002 000 1	Audiology Elem	2,000.00	306.98	1,656.92	82.85	343.08	0.00	343.08
1215 DISTANCE LEARNING & AUDIOLOGY		2,000.00	306.98	1,656.92	82.85	343.08	0.00	343.08
01 1216 313 002 000 1	Speech Therapy Elem	160,000.00	16,075.67	162,969.83	101.86	(2,969.83)	0.00	(2,969.83)
01 1216 313 001 000 2	Speech Therapy	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1216 SPEECH		160,000.00	16,075.67	162,969.83	101.86	(2,969.83)	0.00	(2,969.83)
01 1218 313 002 000 1	Spec Ed Flex Funding	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 1218 313 001 000 2	Spec Ed Flex Funding	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1218 SPEC ED FLEX		0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 1220 110 002 000 1	Nurse Sp Ed Services	10,373.00	826.96	9,107.89	87.80	1,265.11	0.00	1,265.11
01 1220 210 002 000 1	Fica	793.00	63.12	695.24	87.67	97.76	0.00	97.76
01 1220 220 002 000 1	Retire	1,025.00	81.69	899.67	87.77	125.33	0.00	125.33
01 1220 230 002 000 1	Health Ins	1,681.00	140.06	1,533.03	91.20	147.97	0.00	147.97
01 1220 290 002 000 1	Life Ins	22.00	1.76	19.26	87.55	2.74	0.00	2.74
01 1220 110 001 000 2	Nurse Sp Ed Services	10,373.00	826.96	9,107.90	87.80	1,265.10	0.00	1,265.10
01 1220 210 001 000 2	Fica	793.00	63.12	695.24	87.67	97.76	0.00	97.76
01 1220 220 001 000 2	Retire	1,025.00	81.69	899.67	87.77	125.33	0.00	125.33
01 1220 230 001 000 2	Health Ins	1,681.00	140.06	1,533.03	91.20	147.97	0.00	147.97
01 1220 290 001 000 2	Life Ins	22.00	1.76	19.27	87.59	2.73	0.00	2.73
1220 NURSE SP ED		27,788.00	2,227.18	24,510.20	88.20	3,277.80	0.00	3,277.80

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Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 1222 110 001 000 2	Sp Ed Lvl2 Secon	143,650.00	11,630.30	128,368.30	89.36	15,281.70	0.00	15,281.70
01 1222 111 001 000 2	Cash in lieu of BC	8,750.00	719.62	8,015.12	91.60	734.88	0.00	734.88
01 1222 120 001 000 2	Sub Secon	2,400.00	0.00	291.41	12.14	2,108.59	0.00	2,108.59
01 1222 140 001 000 2	Aide Secon	176,300.00	9,010.09	162,603.25	92.23	13,696.75	0.00	13,696.75
01 1222 210 001 000 2	Fica Secon	25,329.00	1,556.21	22,034.83	86.99	3,294.17	0.00	3,294.17
01 1222 220 001 000 2	Retire Secon	31,604.00	2,038.82	28,344.72	89.69	3,259.28	0.00	3,259.28
01 1222 230 001 000 2	Health Ins	58,000.00	3,277.15	41,347.21	71.29	16,652.79	0.00	16,652.79
01 1222 290 001 000 2	Life Ins Secon	630.00	41.00	602.07	95.57	27.93	0.00	27.93
01 1222 310 001 000 2	Inservice	250.00	0.00	0.00	0.00	250.00	0.00	250.00
01 1222 318 001 000 2	Contracted Services	3,500.00	0.00	4,049.66	115.70	(549.66)	0.00	(549.66)
01 1222 410 001 000 2	Gen Supplies	100.00	0.00	269.69	269.69	(169.69)	0.00	(169.69)
01 1222 411 001 000 2	Instruc Mater Secon	1,000.00	212.75	653.19	65.32	346.81	0.00	346.81
01 1222 413 001 000 2	Expendable Workbooks	150.00	83.47	83.47	55.65	66.53	0.00	66.53
01 1222 420 001 000 2	Textbooks	500.00	629.44	629.44	125.89	(129.44)	0.00	(129.44)
01 1222 440 001 000 2	Periodicals	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 1222 450 001 000 2	Audio Visual Secon	200.00	0.00	0.00	0.00	200.00	0.00	200.00
01 1222 460 001 000 2	Comp Software Secon	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 1222 530 001 000 2	Equipment Furn Secon	2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
01 1222 560 001 000 2	Comp Equip Secon	2,000.00	0.00	598.00	29.90	1,402.00	0.00	1,402.00
01 1222 630 001 000 2	Registration Secondary	250.00	0.00	150.00	60.00	100.00	0.00	100.00
01 1222 641 001 000 2	Liability Insurance	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 1222 670 001 000 2	Travel Secon	150.00	130.04	689.02	459.35	(539.02)	0.00	(539.02)
1222	SPECIAL ED SECONDARY	458,013.00	29,328.89	398,729.38	87.06	59,283.62	0.00	59,283.62
01 1229 110 002 000 1	Sp Ed Lvl2 Elem	212,089.00	18,368.01	187,577.83	88.44	24,511.17	0.00	24,511.17
01 1229 111 002 000 1	Cash in lieu of BC	1,111.00	83.02	1,012.52	91.14	98.48	0.00	98.48
01 1229 120 002 000 1	Sub Elem	6,500.00	0.00	8,457.20	130.11	(1,957.20)	0.00	(1,957.20)
01 1229 140 002 000 1	Aide Elem	69,000.00	3,853.67	59,531.68	86.28	9,468.32	0.00	9,468.32
01 1229 210 002 000 1	Fica Elem	22,085.00	1,616.81	18,738.64	84.85	3,346.36	0.00	3,346.36
01 1229 220 002 000 1	Retire Elem	27,766.00	2,195.00	24,289.39	87.48	3,476.61	0.00	3,476.61
01 1229 230 002 000 1	Health Ins Elem	90,000.00	6,747.93	73,003.18	81.11	16,996.82	0.00	16,996.82
01 1229 290 002 000 1	Life Ins Elem	546.00	41.80	449.45	82.32	96.55	0.00	96.55
01 1229 318 002 000 1	Contracted Services	8,000.00	20.00	3,629.64	45.37	4,370.36	0.00	4,370.36
01 1229 410 002 000 1	Gen Supplies Elem	750.00	11.11	3,021.75	402.90	(2,271.75)	0.00	(2,271.75)
01 1229 411 002 000 1	Instruc Mater Elem	1,500.00	183.71	751.77	50.12	748.23	0.00	748.23
01 1229 413 002 000 1	Expendable Wrbk Elem	100.00	83.47	83.47	83.47	16.53	0.00	16.53
01 1229 420 002 000 1	Textbooks Elem	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 1229 450 002 000 1	Audio Visual Elem	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 1229 460 002 000 1	Comp Software Elem	610.00	0.00	0.00	0.00	610.00	0.00	610.00
01 1229 530 002 000 1	Furniture Equip Elem	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 1229 560 002 000 1	Computer Equip Elem	1,000.00	0.00	598.00	59.80	402.00	0.00	402.00
01 1229 630 002 000 1	Registration Elem	1,000.00	0.00	150.00	15.00	850.00	0.00	850.00
01 1229 670 002 000 1	Travel Elem	250.00	130.04	715.21	286.08	(465.21)	0.00	(465.21)
1229	SPECIAL ED ELEMENTARY	443,907.00	33,334.57	382,009.73	86.06	61,897.27	0.00	61,897.27
01 1238 362 002 000 1	Sped Tuition LVL III	39,536.00	0.00	0.00	0.00	39,536.00	0.00	39,536.00
01 1238 318 001 000 2	SpEd LVL III OT/PT	35,000.00	0.00	2,422.28	6.92	32,577.72	0.00	32,577.72
01 1238 362 001 000 2	Sped Tuition LVL III	150,000.00	3,264.96	46,576.48	31.05	103,423.52	0.00	103,423.52
1238	SPED OT/PT	224,536.00	3,264.96	48,998.76	21.82	175,537.24	0.00	175,537.24
01 1290 313 000 000 0	PRE SCHL SPEECH (3-5)	20,000.00	727.95	1,488.90	7.44	18,511.10	0.00	18,511.10
1290	PRESCHOOL	20,000.00	727.95	1,488.90	7.44	18,511.10	0.00	18,511.10
01 1291 313 000 000 0	PRE SPED Supervision (3-5)	5,000.00	422.82	829.73	16.59	4,170.27	0.00	4,170.27
01 1291 318 000 000 0	PRE D/E Psychologist Services (3-5)	5,000.00	(237.10)	(237.10)	(4.74)	5,237.10	0.00	5,237.10
01 1291 410 000 000 0	PRE Supplies	3,000.00	0.00	0.00	0.00	3,000.00	0.00	3,000.00
01 1291 412 000 000 0	Periodicals (3-5)	200.00	0.00	0.00	0.00	200.00	0.00	200.00
01 1291 530 000 000 0	Equipment (3-5)	1,700.00	0.00	0.00	0.00	1,700.00	0.00	1,700.00

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 1291 313 002 000 1	PRE Deaf Ed Services (3-5)	19,000.00	(16.70)	(16.70)	(0.09)	19,016.70	0.00	19,016.70
01 1291 318 002 000 1	PRE PT Services (3-5)	2,500.00	292.51	644.42	25.78	1,855.58	0.00	1,855.58
01 1291 313 001 000 2	PRE OT Services (3-5)	3,000.00	186.75	482.77	16.09	2,517.23	0.00	2,517.23
1291 PRE SPED		39,400.00	648.28	1,703.12	4.32	37,696.88	0.00	37,696.88
01 1292 313 000 000 0	Pre Deaf Ed Services (0-2)	20,000.00	114.78	201.85	1.01	19,798.15	0.00	19,798.15
01 1292 318 000 000 0	Pre Sped Services (0-2)	5,000.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00
01 1292 313 002 000 1	Pre Sped PT Services (0-2)	2,500.00	106.36	234.33	9.37	2,265.67	0.00	2,265.67
01 1292 318 002 000 1	Pre D/E Psychological Services (0-2)	5,000.00	(237.10)	(237.10)	(4.74)	5,237.10	0.00	5,237.10
01 1292 313 001 000 2	Pre Sped OT Services (0-2)	2,500.00	74.70	193.11	7.72	2,306.89	0.00	2,306.89
01 1292 313 000 000 9	Pre Speech (0-2)	0.00	95.82	171.92	0.00	(171.92)	0.00	(171.92)
1292 PRE Sped		35,000.00	154.56	564.11	1.61	34,435.89	0.00	34,435.89
01 2120 110 002 000 1	Counselor Sal Elem	13,187.00	1,098.91	12,088.01	91.67	1,098.99	0.00	1,098.99
01 2120 210 002 000 1	Fica Elem	1,008.00	81.66	901.14	89.40	106.86	0.00	106.86
01 2120 220 002 000 1	Retirement Elem	1,303.00	108.55	1,194.05	91.64	108.95	0.00	108.95
01 2120 230 002 000 1	Health Ins. Elem	2,770.00	213.21	2,505.35	90.45	264.65	0.00	264.65
01 2120 290 002 000 1	Life Ins Elem	20.00	1.48	17.38	86.90	2.62	0.00	2.62
01 2120 313 002 000 1	Purch Prof Ser Elem	4,000.00	0.00	105.00	2.63	3,895.00	0.00	3,895.00
01 2120 410 002 000 1	Supplies Elem	1,000.00	56.35	56.35	5.64	943.65	0.00	943.65
01 2120 420 002 000 1	Resource Texts	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 2120 670 002 000 1	Travel Elem	60.00	0.00	47.00	78.33	13.00	0.00	13.00
01 2120 110 001 000 2	Counselor Sal Secon	52,748.00	4,395.62	48,351.82	91.67	4,396.18	0.00	4,396.18
01 2120 140 001 000 2	Aide Secon	5,500.00	478.70	5,020.71	91.29	479.29	0.00	479.29
01 2120 210 001 000 2	Fica Secon	4,456.00	362.42	3,980.03	89.32	475.97	0.00	475.97
01 2120 220 001 000 2	Retirement Secon	5,754.00	481.48	5,272.03	91.62	481.97	0.00	481.97
01 2120 230 001 000 2	Health Ins. Secon	12,200.00	929.77	10,782.90	88.38	1,417.10	0.00	1,417.10
01 2120 290 001 000 2	Life Ins Secon	85.00	6.40	74.29	87.40	10.71	0.00	10.71
01 2120 313 001 000 2	Purch Prof Ser Secon	5,000.00	0.00	130.00	2.60	4,870.00	0.00	4,870.00
01 2120 410 001 000 2	Supplies Secon	1,000.00	3.12	45.16	4.52	954.84	0.00	954.84
01 2120 420 001 000 2	Resource Texts	2,500.00	0.00	336.00	13.44	2,164.00	0.00	2,164.00
01 2120 460 001 000 2	Computer Software	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 2120 670 001 000 2	Travel Secon	500.00	0.00	47.00	9.40	453.00	0.00	453.00
2120 COUNSELOR		113,341.00	8,217.67	90,954.22	80.25	22,386.78	0.00	22,386.78
01 2130 313 002 000 1	Purch Prof Serv Elem	50.00	0.00	0.00	0.00	50.00	0.00	50.00
01 2130 411 002 000 1	Instruc Mater Elem	200.00	90.00	135.00	67.50	65.00	0.00	65.00
01 2130 313 001 000 2	Purch Prof Ser Secon	50.00	0.00	0.00	0.00	50.00	0.00	50.00
01 2130 411 001 000 2	Instruc Mater Secon	100.00	0.00	67.50	67.50	32.50	0.00	32.50
01 2130 110 000 000 3	Nurse Salary	26,403.00	2,104.97	23,383.21	88.56	3,019.79	0.00	3,019.79
01 2130 210 000 000 3	Fica	2,019.00	160.69	1,785.00	88.41	234.00	0.00	234.00
01 2130 220 000 000 3	Retirement	2,608.00	207.92	2,309.73	88.56	298.27	0.00	298.27
01 2130 230 000 000 3	Health Ins	4,278.00	356.48	3,936.54	92.02	341.46	0.00	341.46
01 2130 290 000 000 3	Life Ins	54.00	4.48	49.47	91.61	4.53	0.00	4.53
01 2130 410 000 000 3	Health Supplies	2,500.00	425.70	886.45	35.46	1,613.55	0.00	1,613.55
01 2130 530 000 000 3	Equipment	300.00	0.00	0.00	0.00	300.00	0.00	300.00
01 2130 630 000 000 3	Dues And Fees	150.00	0.00	190.00	126.67	(40.00)	0.00	(40.00)
01 2130 670 000 000 3	Travel	200.00	0.00	0.00	0.00	200.00	0.00	200.00
2130 NURSE		38,912.00	3,350.24	32,742.90	84.15	6,169.10	0.00	6,169.10
01 2190 140 002 000 1	Act Trans Sal Elem	1,000.00	0.00	835.36	83.54	164.64	0.00	164.64
01 2190 210 002 000 1	Fica Elem	77.00	0.00	63.95	83.05	13.05	0.00	13.05
01 2190 220 002 000 1	Retirement Elem	50.00	0.00	2.47	4.94	47.53	0.00	47.53
01 2190 670 002 000 1	Meals/mileage	90.00	0.00	0.00	0.00	90.00	0.00	90.00
01 2190 140 001 000 2	Act Trans Sal Secon	12,500.00	0.00	10,088.43	80.71	2,411.57	0.00	2,411.57
01 2190 210 001 000 2	Fica Secon	1,000.00	0.00	771.77	77.18	228.23	0.00	228.23
01 2190 220 001 000 2	Retirement Secon	750.00	0.00	28.65	3.82	721.35	0.00	721.35
01 2190 670 001 000 2	Meals/travel	3,500.00	0.00	462.59	13.22	3,037.41	0.00	3,037.41

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
2190	ACT TRANS	18,967.00	0.00	12,253.22	64.60	6,713.78	0.00	6,713.78
01 2212 110 002 000 1	Staff Dev Salaries	5,500.00	0.00	0.00	0.00	5,500.00	0.00	5,500.00
01 2212 120 002 000 1	Staff Development	2,500.00	0.00	1,980.00	79.20	520.00	0.00	520.00
01 2212 210 002 000 1	Staff Dev Fica	600.00	0.00	151.42	25.24	448.58	0.00	448.58
01 2212 220 002 000 1	Staff Dev Retire	550.00	0.00	21.74	3.95	528.26	0.00	528.26
01 2212 230 002 000 1	HEALTH INSURANCE	101.00	0.00	0.00	0.00	101.00	0.00	101.00
01 2212 290 002 000 1	LIFE	1.00	0.00	0.00	0.00	1.00	0.00	1.00
01 2212 319 002 000 1	Purch Prof Ser Elem	4,000.00	40.00	1,679.00	41.98	2,321.00	0.00	2,321.00
01 2212 410 002 000 1	Supplies Elem	2,300.00	0.00	226.41	9.84	2,073.59	0.00	2,073.59
01 2212 630 002 000 1	Dues And Fees Elem	2,200.00	0.00	120.00	5.45	2,080.00	0.00	2,080.00
01 2212 670 002 000 1	Travel Elem	1,500.00	0.00	189.99	12.67	1,310.01	0.00	1,310.01
01 2212 120 001 000 2	Staff Development	3,000.00	0.00	3,190.00	106.33	(190.00)	0.00	(190.00)
01 2212 210 001 000 2	Staff Dev Fica	229.00	0.00	243.86	106.49	(14.86)	0.00	(14.86)
01 2212 319 001 000 2	Purch Prof Ser Secon	4,615.00	40.00	2,273.00	49.25	2,342.00	0.00	2,342.00
01 2212 410 001 000 2	Supplies Secon	2,300.00	0.00	140.00	6.09	2,160.00	0.00	2,160.00
01 2212 630 001 000 2	Dues And Fees Secon	7,000.00	65.00	1,090.00	15.57	5,910.00	0.00	5,910.00
01 2212 670 001 000 2	Travel Secon	2,340.00	0.00	918.60	39.26	1,421.40	0.00	1,421.40
01 2212 690 001 000 2	Other Secondary	0.00	0.00	65.97	0.00	(65.97)	0.00	(65.97)
2212	STAFF	38,736.00	145.00	12,289.99	31.73	26,446.01	0.00	26,446.01
01 2215 210 002 000 1	Assessment Fica Elem	650.00	0.00	0.00	0.00	650.00	0.00	650.00
01 2215 410 002 000 1	Assessment Supplies	375.00	0.00	0.00	0.00	375.00	0.00	375.00
01 2215 630 002 000 1	Assessment Dues/fees	1,425.00	0.00	0.00	0.00	1,425.00	0.00	1,425.00
01 2215 670 002 000 1	Assessment Travel	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 2215 410 001 000 2	Assessment Supplies	375.00	0.00	0.00	0.00	375.00	0.00	375.00
01 2215 630 001 000 2	Assessment Dues/fees	1,425.00	0.00	0.00	0.00	1,425.00	0.00	1,425.00
01 2215 670 001 000 2	Assessment Travel	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 2215 110 000 000 3	Assessment	5,100.00	0.00	0.00	0.00	5,100.00	0.00	5,100.00
01 2215 220 000 000 3	Assessment Retire	650.00	0.00	0.00	0.00	650.00	0.00	650.00
2215	ASSESSMENT	10,300.00	0.00	0.00	0.00	10,300.00	0.00	10,300.00
01 2220 110 000 000 3	Tech Support Salary	55,258.00	4,604.82	50,653.02	91.67	4,604.98	0.00	4,604.98
01 2220 140 000 000 3	Tech Support Aides	1,000.00	667.71	667.71	66.77	332.29	0.00	332.29
01 2220 210 000 000 3	Tech Support Fica	4,303.00	295.66	3,252.05	75.58	1,050.95	0.00	1,050.95
01 2220 220 000 000 3	Tech Support Retir	5,558.00	454.85	5,049.79	90.86	508.21	0.00	508.21
01 2220 230 000 000 3	Tech Support Health Ins	20,915.00	1,742.89	19,171.79	91.67	1,743.21	0.00	1,743.21
01 2220 290 000 000 3	Tech Support Life Ins	96.00	8.00	88.00	91.67	8.00	0.00	8.00
01 2220 318 000 000 3	SUPPORT/NETWORK/BACKUP	2,500.00	0.00	1,899.00	75.96	601.00	0.00	601.00
01 2220 630 000 000 3	REGISTRATION	3,000.00	0.00	50.00	1.67	2,950.00	0.00	2,950.00
01 2220 670 000 000 3	Tech Support Travel	3,000.00	0.00	185.51	6.18	2,814.49	0.00	2,814.49
2220	TECH SUPPORT	95,630.00	7,773.93	81,016.87	84.72	14,613.13	0.00	14,613.13
01 2222 110 002 000 1	Librarian Sal Elem	20,310.00	1,692.50	17,036.62	83.88	3,273.38	0.00	3,273.38
01 2222 210 002 000 1	Fica Elem	1,554.00	127.47	1,287.65	82.86	266.35	0.00	266.35
01 2222 220 002 000 1	Retire Elem	2,007.00	167.18	1,682.83	83.85	324.17	0.00	324.17
01 2222 230 002 000 1	Health Ins Elem	7,832.00	871.45	8,274.95	105.66	(442.95)	0.00	(442.95)
01 2222 290 002 000 1	Life Ins Elem	48.00	4.00	44.00	91.67	4.00	0.00	4.00
01 2222 313 002 000 1	Purchased Ser Elem	50.00	0.00	0.00	0.00	50.00	0.00	50.00
01 2222 318 002 000 1	Repair Elem	350.00	0.00	0.00	0.00	350.00	0.00	350.00
01 2222 410 002 000 1	Supplies Elem	568.00	57.68	516.99	91.02	51.01	0.00	51.01
01 2222 430 002 000 1	Library Books Elem	1,500.00	823.41	1,223.76	81.58	276.24	0.00	276.24
01 2222 440 002 000 1	Magazines Elem	750.00	0.00	0.00	0.00	750.00	0.00	750.00
01 2222 450 002 000 1	Av Mater Elem	250.00	0.00	0.00	0.00	250.00	0.00	250.00
01 2222 460 002 000 1	Elem Software	2,500.00	156.00	748.50	29.94	1,751.50	0.00	1,751.50
01 2222 530 002 000 1	Equipment Elem	600.00	0.00	0.00	0.00	600.00	0.00	600.00
01 2222 690 002 000 1	Other Misc Exp Elem	100.00	0.00	0.00	0.00	100.00	0.00	100.00
01 2222 110 001 000 2	Librarian Sal Secon	20,310.00	1,692.50	17,036.61	83.88	3,273.39	0.00	3,273.39

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 2222 210 001 000 2	Fica Secon	1,554.00	127.49	1,287.74	82.87	266.26	0.00	266.26
01 2222 220 001 000 2	Retire Secon	2,007.00	167.18	1,682.83	83.85	324.17	0.00	324.17
01 2222 230 001 000 2	Health Ins Secon	7,832.00	871.44	8,274.80	105.65	(442.80)	0.00	(442.80)
01 2222 290 001 000 2	Life Ins Secon	48.00	4.00	44.00	91.67	4.00	0.00	4.00
01 2222 313 001 000 2	Purchased Ser Secon	700.00	0.00	370.00	52.86	330.00	0.00	330.00
01 2222 318 001 000 2	Repair Secon	150.00	0.00	0.00	0.00	150.00	0.00	150.00
01 2222 410 001 000 2	Supplies Secon	500.00	85.63	442.51	88.50	57.49	0.00	57.49
01 2222 430 001 000 2	Library Books Secon	3,500.00	1,781.16	2,999.73	85.71	500.27	0.00	500.27
01 2222 440 001 000 2	Magazines Secon	1,200.00	0.00	0.00	0.00	1,200.00	0.00	1,200.00
01 2222 450 001 000 2	Av Mater Secon	250.00	0.00	0.00	0.00	250.00	0.00	250.00
01 2222 460 001 000 2	Computer Software	3,800.00	156.00	748.50	19.70	3,051.50	0.00	3,051.50
01 2222 530 001 000 2	Equipment Secon	600.00	0.00	0.00	0.00	600.00	0.00	600.00
01 2222 690 001 000 2	Other Mis Exp Secon	40.00	0.00	0.00	0.00	40.00	0.00	40.00
01 2222 425 000 000 3	EBOOKS	500.00	0.00	250.00	50.00	250.00	0.00	250.00
2222 LIBRARY		81,410.00	8,785.09	63,952.02	78.56	17,457.98	0.00	17,457.98
01 2310 318 000 000 3	SERVICES	750.00	18.50	745.34	99.38	4.66	0.00	4.66
01 2310 319 000 000 3	Audit	6,500.00	0.00	6,200.00	95.38	300.00	0.00	300.00
01 2310 350 000 000 3	Advertising & Print	10,000.00	0.00	3,676.10	36.76	6,323.90	0.00	6,323.90
01 2310 410 000 000 3	Supplies	3,500.00	0.00	1,996.92	57.05	1,503.08	0.00	1,503.08
01 2310 467 000 000 3	Software (E-Meetings)	2,000.00	0.00	2,500.00	125.00	(500.00)	0.00	(500.00)
01 2310 630 000 000 3	Dues And Fees	12,500.00	957.10	10,923.80	87.39	1,576.20	0.00	1,576.20
01 2310 641 000 000 3	Liability Ins	10,000.00	0.00	13,488.67	134.89	(3,488.67)	0.00	(3,488.67)
01 2310 642 000 000 3	Fidelity Bond Prem	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 2310 670 000 000 3	Board Travel	2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
01 2310 690 000 000 3	Other Misc Exp	2,000.00	0.00	125.95	6.30	1,874.05	0.00	1,874.05
2310 TREASURER		49,750.00	975.60	39,656.78	79.71	10,093.22	0.00	10,093.22
01 2320 110 000 000 3	Supt Salary	128,467.00	10,889.24	117,944.68	91.81	10,522.32	0.00	10,522.32
01 2320 140 000 000 3	Clerical	17,527.00	1,397.20	15,853.17	90.45	1,673.83	0.00	1,673.83
01 2320 210 000 000 3	Fica	11,168.00	924.00	10,063.58	90.11	1,104.42	0.00	1,104.42
01 2320 220 000 000 3	Retirement	14,421.00	1,210.13	13,178.46	91.38	1,242.54	0.00	1,242.54
01 2320 230 000 000 3	Health Ins	25,700.00	2,142.46	23,578.53	91.75	2,121.47	0.00	2,121.47
01 2320 290 000 000 3	Life Ins	137.00	11.20	123.29	89.99	13.71	0.00	13.71
01 2320 410 000 000 3	Supplies	500.00	0.00	79.99	16.00	420.01	0.00	420.01
01 2320 467 000 000 3	Software (North Star)	2,500.00	0.00	1,300.00	52.00	1,200.00	0.00	1,200.00
01 2320 630 000 000 3	Dues And Fees	2,500.00	40.00	1,306.00	52.24	1,194.00	0.00	1,194.00
01 2320 670 000 000 3	Travel	4,000.00	0.00	857.41	21.44	3,142.59	0.00	3,142.59
01 2320 690 000 000 3	Other Misc Exp	1,500.00	0.00	1,000.00	66.67	500.00	0.00	500.00
2320 SUPERINTENDENT		208,420.00	16,614.23	185,285.11	88.90	23,134.89	0.00	23,134.89
01 2330 317 000 000 3	LEGAL SERVICES	15,000.00	198.00	5,127.00	34.18	9,873.00	0.00	9,873.00
2330 DISTRICT		15,000.00	198.00	5,127.00	34.18	9,873.00	0.00	9,873.00
01 2400 110 002 000 1	Prin Sal Elem	91,524.00	7,543.63	83,021.46	90.71	8,502.54	0.00	8,502.54
01 2400 111 002 000 1	Cash in lieu	20,571.00	1,714.22	18,856.42	91.67	1,714.58	0.00	1,714.58
01 2400 140 002 000 1	Clerical Sal Elem	34,000.00	2,420.94	25,727.69	75.67	8,272.31	0.00	8,272.31
01 2400 210 002 000 1	Fica Elem	11,176.00	877.32	9,595.90	85.86	1,580.10	0.00	1,580.10
01 2400 220 002 000 1	Retirement Elem	12,400.00	984.28	10,722.02	86.47	1,677.98	0.00	1,677.98
01 2400 230 002 000 1	Health Ins Elem	21,000.00	1,742.89	19,204.08	91.45	1,795.92	0.00	1,795.92
01 2400 290 002 000 1	Life Ins Elem	170.00	14.00	154.79	91.05	15.21	0.00	15.21
01 2400 410 002 000 1	Supplies Elem	1,000.00	3.36	3.36	0.34	996.64	0.00	996.64
01 2400 530 002 000 1	Equipment Elem	50.00	0.00	0.00	0.00	50.00	0.00	50.00
01 2400 560 002 000 1	COMPUTERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 2400 630 002 000 1	Dues And Fees Elem	3,500.00	60.00	1,290.00	36.86	2,210.00	0.00	2,210.00
01 2400 670 002 000 1	Travel Elem	3,096.00	0.00	0.00	0.00	3,096.00	0.00	3,096.00
01 2400 690 002 000 1	Other Misc Exp Elem	2,057.00	0.00	0.00	0.00	2,057.00	0.00	2,057.00
01 2400 110 001 000 2	Princ Sal Secon	90,404.00	7,506.75	82,666.25	91.44	7,737.75	0.00	7,737.75

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 2400 120 001 000 2	Student Aide	2,000.00	0.00	1,121.02	56.05	878.98	0.00	878.98
01 2400 140 001 000 2	Clerical Sal Secon	39,869.00	3,241.64	37,275.87	93.50	2,593.13	0.00	2,593.13
01 2400 210 001 000 2	Fica Secon	9,965.00	760.40	8,502.81	85.33	1,462.19	0.00	1,462.19
01 2400 220 001 000 2	Retirement Secon	12,869.00	1,061.71	11,820.23	91.85	1,048.77	0.00	1,048.77
01 2400 230 001 000 2	Health Ins Secon	9,700.00	805.96	8,928.31	92.04	771.69	0.00	771.69
01 2400 290 001 000 2	Life Ins Secon	156.00	12.80	141.18	90.50	14.82	0.00	14.82
01 2400 410 001 000 2	Supplies Secon	1,150.00	0.00	35.62	3.10	1,114.38	0.00	1,114.38
01 2400 530 001 000 2	Equipment Secon	50.00	0.00	0.00	0.00	50.00	0.00	50.00
01 2400 630 001 000 2	Dues And Fees Secon	2,000.00	60.00	975.00	48.75	1,025.00	0.00	1,025.00
01 2400 670 001 000 2	Travel Secon	2,500.00	0.00	941.69	37.67	1,558.31	0.00	1,558.31
01 2400 690 001 000 2	Other Misc Exp Secon	2,551.00	0.00	0.00	0.00	2,551.00	0.00	2,551.00
2400 PRINCIPAL		373,758.00	28,809.90	320,983.70	85.88	52,774.30	0.00	52,774.30
01 2510 342 002 000 1	Telephone Elem	6,000.00	350.75	4,375.08	72.92	1,624.92	0.00	1,624.92
01 2510 342 001 000 2	Telephone Secon	6,000.00	350.73	4,375.03	72.92	1,624.97	0.00	1,624.97
01 2510 111 000 000 3	Cash in lieu	11,170.00	948.03	10,229.63	91.58	940.37	0.00	940.37
01 2510 140 000 000 3	Clerical Salary	84,500.00	6,894.62	75,397.47	89.23	9,102.53	0.00	9,102.53
01 2510 210 000 000 3	Fica	7,300.00	590.87	6,451.05	88.37	848.95	0.00	848.95
01 2510 220 000 000 3	Retirement	8,347.00	681.03	7,447.62	89.23	899.38	0.00	899.38
01 2510 230 000 000 3	Health Ins	6,740.00	559.67	6,134.62	91.02	605.38	0.00	605.38
01 2510 290 000 000 3	Life Ins	90.00	7.52	81.74	90.82	8.26	0.00	8.26
01 2510 293 000 000 3	Workman's Comp	50,000.00	0.00	37,977.00	75.95	12,023.00	0.00	12,023.00
01 2510 318 000 000 3	Repair Maint Service	5,500.00	0.00	0.00	0.00	5,500.00	0.00	5,500.00
01 2510 327 000 000 3	Rental And Leases	1,500.00	0.00	1,240.00	82.67	260.00	0.00	260.00
01 2510 341 000 000 3	Postage	6,000.00	17.95	1,088.15	18.14	4,911.85	0.00	4,911.85
01 2510 410 000 000 3	Supplies	2,034.00	52.06	881.18	43.32	1,152.82	0.00	1,152.82
01 2510 460 000 000 3	Computer Software	6,500.00	5,250.00	5,791.17	89.09	708.83	0.00	708.83
01 2510 530 000 000 3	Equipment	1,141.00	0.00	0.00	0.00	1,141.00	0.00	1,141.00
01 2510 560 000 000 3	Computer Hardware	2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
01 2510 670 000 000 3	Travel	547.00	0.00	190.85	34.89	356.15	0.00	356.15
01 2510 690 000 000 3	Other Misc Exp	429.00	0.00	144.37	33.65	284.63	0.00	284.63
2510 CLERICAL		205,798.00	15,703.23	161,804.96	78.62	43,993.04	0.00	43,993.04
01 2610 120 002 000 1	Sub/Summer Sal Elem	16,400.00	3,773.94	9,009.86	54.94	7,390.14	0.00	7,390.14
01 2610 140 002 000 1	Cust Sal Elem	41,679.00	3,140.59	40,003.33	95.98	1,675.67	0.00	1,675.67
01 2610 210 002 000 1	Fica Elem	4,443.00	426.36	3,493.28	78.62	949.72	0.00	949.72
01 2610 220 002 000 1	Retirement Elem	5,244.00	392.88	3,726.19	71.06	1,517.81	0.00	1,517.81
01 2610 230 002 000 1	Health Ins Elem	20,400.00	3,377.33	17,741.83	86.97	2,658.17	0.00	2,658.17
01 2610 290 002 000 1	Life Ins	76.00	7.32	59.78	78.66	16.22	0.00	16.22
01 2610 321 002 000 1	Fuel Elem	20,000.00	193.70	17,028.38	85.14	2,971.62	0.00	2,971.62
01 2610 322 002 000 1	Electricity Elem	35,000.00	2,520.40	24,038.13	68.68	10,961.87	0.00	10,961.87
01 2610 323 002 000 1	Water Sewer Elem	4,500.00	268.76	3,185.20	70.78	1,314.80	0.00	1,314.80
01 2610 410 002 000 1	Supplies Elem	15,055.00	358.75	6,444.62	42.81	8,610.38	0.00	8,610.38
01 2610 120 001 000 2	Sub/Summer Sal Secon	16,800.00	4,175.17	11,010.25	65.54	5,789.75	0.00	5,789.75
01 2610 140 001 000 2	Cust Sal Secon	78,529.00	5,786.02	68,740.69	87.54	9,788.31	0.00	9,788.31
01 2610 210 001 000 2	Fica Secon	7,292.00	660.71	5,824.44	79.87	1,467.56	0.00	1,467.56
01 2610 220 001 000 2	Retirement Secon	8,923.00	654.20	6,687.08	74.94	2,235.92	0.00	2,235.92
01 2610 230 001 000 2	Health Ins Secon	24,100.00	2,139.37	21,550.09	89.42	2,549.91	0.00	2,549.91
01 2610 290 001 000 2	Life Ins	83.00	7.88	74.22	89.42	8.78	0.00	8.78
01 2610 321 001 000 2	Fuel Secon	20,000.00	193.70	17,028.38	85.14	2,971.62	0.00	2,971.62
01 2610 322 001 000 2	Electricity Secon	35,000.00	2,520.40	24,038.13	68.68	10,961.87	0.00	10,961.87
01 2610 323 001 000 2	Water Sewer Secon	3,500.00	268.74	3,185.19	91.01	314.81	0.00	314.81
01 2610 410 001 000 2	Supplies Secon	10,000.00	301.73	5,641.88	56.42	4,358.12	0.00	4,358.12
2610 CUSTODIAL		367,024.00	31,167.95	288,510.95	78.61	78,513.05	0.00	78,513.05
01 2620 318 002 000 1	Cont/ser Repair Elem	10,694.00	4,652.79	8,348.15	78.06	2,345.85	0.00	2,345.85
01 2620 319 002 000 1	Other Purch Ser Elem	20,000.00	1,994.21	19,368.37	96.84	631.63	0.00	631.63

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 2620 328 002 000 1	Property Ins Elem	20,000.00	0.00	13,488.66	67.44	6,511.34	0.00	6,511.34
01 2620 500 002 000 1	Depreciation Fund Transfer	15,000.00	0.00	0.00	0.00	15,000.00	0.00	15,000.00
01 2620 520 002 000 1	BLDG IMPROVEMENT	9,500.00	0.00	0.00	0.00	9,500.00	0.00	9,500.00
01 2620 530 002 000 1	Equipment Elem	2,000.00	0.00	5,151.35	257.57	(3,151.35)	0.00	(3,151.35)
01 2620 690 002 000 1	Other Exp Elem	1,950.00	0.00	24.00	1.23	1,926.00	0.00	1,926.00
01 2620 318 001 000 2	Con/ser Repair Secon	15,000.00	3,211.01	11,344.00	75.63	3,656.00	0.00	3,656.00
01 2620 319 001 000 2	Other Pur Ser Secon	45,000.00	3,591.73	28,762.20	63.92	16,237.80	0.00	16,237.80
01 2620 328 001 000 2	Property Ins Secon	20,000.00	0.00	13,488.67	67.44	6,511.33	0.00	6,511.33
01 2620 500 001 000 2	Depreciation Fund Transfer	15,000.00	0.00	0.00	0.00	15,000.00	0.00	15,000.00
01 2620 520 001 000 2	BLDG IMPROVEMENT	15,000.00	0.00	0.00	0.00	15,000.00	0.00	15,000.00
01 2620 530 001 000 2	Equipment Secon	2,000.00	0.00	5,151.34	257.57	(3,151.34)	0.00	(3,151.34)
01 2620 690 001 000 2	Other Exp Secon	288.00	0.00	24.00	8.33	264.00	0.00	264.00
01 2620 140 000 000 3	Maintenance Sal	43,000.00	3,495.74	38,453.14	89.43	4,546.86	0.00	4,546.86
01 2620 210 000 000 3	Fica	3,289.00	266.28	2,929.02	89.06	359.98	0.00	359.98
01 2620 220 000 000 3	Retirement	4,248.00	345.30	3,798.30	89.41	449.70	0.00	449.70
01 2620 230 000 000 3	Health Ins	4,200.00	348.57	3,834.27	91.29	365.73	0.00	365.73
01 2620 290 000 000 3	Life Ins	40.00	3.20	35.20	88.00	4.80	0.00	4.80
2620 MAINTENANCE		246,209.00	17,908.83	154,200.67	62.63	92,008.33	0.00	92,008.33
01 2750 140 000 000 3	Transp Salaries	123,000.00	8,311.63	110,696.69	90.00	12,303.31	0.00	12,303.31
01 2750 210 000 000 3	Fica	9,410.00	635.64	8,465.97	89.97	944.03	0.00	944.03
01 2750 220 000 000 3	Retirement	3,590.00	299.22	4,543.43	126.56	(953.43)	0.00	(953.43)
01 2750 230 000 000 3	Health Ins	2,873.00	0.00	622.50	21.67	2,250.50	0.00	2,250.50
01 2750 290 000 000 3	LIFE INS	44.00	5.60	48.54	110.32	(4.54)	0.00	(4.54)
01 2750 318 000 000 3	TESTING	500.00	0.00	769.00	153.80	(269.00)	0.00	(269.00)
01 2750 319 000 000 3	Purch Ser(physicals)	4,000.00	514.00	3,144.09	78.60	855.91	0.00	855.91
01 2750 332 000 000 3	Option Stu Mileage	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 2750 336 000 000 3	Gas And Oil	40,000.00	491.54	36,859.74	92.15	3,140.26	0.00	3,140.26
01 2750 337 000 000 3	Tires And Parts	25,000.00	820.78	13,859.37	55.44	11,140.63	0.00	11,140.63
01 2750 338 000 000 3	Purchased Repair	25,000.00	0.00	2,882.00	11.53	22,118.00	0.00	22,118.00
01 2750 530 000 000 3	Equipment	1,000.00	0.00	515.50	51.55	484.50	0.00	484.50
01 2750 641 000 000 3	Insurance	15,000.00	0.00	0.00	0.00	15,000.00	0.00	15,000.00
01 2750 690 000 000 3	Other Exp	2,000.00	72.50	754.82	37.74	1,245.18	0.00	1,245.18
2750 TRANSPORTATION		251,917.00	11,150.91	183,161.65	72.71	68,755.35	0.00	68,755.35
01 2760 140 002 000 1	SPED TRANSP	10,000.00	0.00	10,917.92	109.18	(917.92)	0.00	(917.92)
01 2760 210 002 000 1	SPED Transp FICA	765.00	0.00	835.24	109.18	(70.24)	0.00	(70.24)
01 2760 220 002 000 1	SPED Transp Retire	988.00	0.00	1,031.68	104.42	(43.68)	0.00	(43.68)
01 2760 230 002 000 1	SPED Transp Health	2,873.00	0.00	0.00	0.00	2,873.00	0.00	2,873.00
01 2760 290 002 000 1	LIFE	24.00	0.00	16.87	70.29	7.13	0.00	7.13
01 2760 331 002 000 1	Contracted Elem	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 2760 332 002 000 1	Mileage/parents Elem	3,000.00	0.00	0.00	0.00	3,000.00	0.00	3,000.00
01 2760 331 001 000 2	Contracted Transpor	7,500.00	0.00	162.60	2.17	7,337.40	0.00	7,337.40
01 2760 332 001 000 2	Mileage/parent Secon	4,500.00	0.00	0.00	0.00	4,500.00	0.00	4,500.00
01 2760 336 001 000 2	Gas & Oil	500.00	0.00	0.00	0.00	500.00	0.00	500.00
01 2760 338 000 000 3	REPAIRS AND MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 2760 641 000 000 3	Insurance	1,300.00	0.00	0.00	0.00	1,300.00	0.00	1,300.00
2760 SPED TRANSP		31,450.00	0.00	12,964.31	41.22	18,485.69	0.00	18,485.69
01 3135 110 000 000 3	High Ability Instr	3,000.00	428.57	2,571.42	85.71	428.58	0.00	428.58
01 3135 210 000 000 3	High Ability Fica	230.00	32.24	193.44	84.10	36.56	0.00	36.56
01 3135 220 000 000 3	High Ability Retirement	297.00	42.33	253.98	85.52	43.02	0.00	43.02
01 3135 230 000 000 3	High Ability Health	1,000.00	122.24	841.44	84.14	158.56	0.00	158.56
01 3135 290 000 000 3	Life Ins	8.00	0.88	5.93	74.13	2.07	0.00	2.07
01 3135 410 000 000 3	High Abilit Learn Supplies	2,820.00	0.00	3,655.92	129.64	(835.92)	0.00	(835.92)
01 3135 460 000 000 3	HIGH ABIL SOFTWARE	520.00	0.00	0.00	0.00	520.00	0.00	520.00
01 3135 530 000 000 3	High Abilit Learn Equip	4,644.00	4,403.63	7,026.14	151.30	(2,382.14)	0.00	(2,382.14)

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 3135 630 000 000 3	High Abilt Learn Registration	4,000.00	0.00	7,194.70	179.87	(3,194.70)	0.00	(3,194.70)
01 3135 670 000 000 3	High Abilt Learn Mileage	320.00	0.00	0.00	0.00	320.00	0.00	320.00
3135 HIGH ABILITY		16,839.00	5,029.89	21,742.97	129.12	(4,903.97)	0.00	(4,903.97)
01 3137 140 000 000 3	Youth Center Wages	12,000.00	0.00	13,924.78	116.04	(1,924.78)	0.00	(1,924.78)
01 3137 210 000 000 3	Fica	1,000.00	0.00	1,065.20	106.52	(65.20)	0.00	(65.20)
01 3137 220 000 000 3	Retirement	1,000.00	0.00	1,546.22	154.62	(546.22)	0.00	(546.22)
3137 KEARNEY		14,000.00	0.00	16,536.20	118.12	(2,536.20)	0.00	(2,536.20)
01 3516 560 000 000 3	DIST LEARN EQUIP	1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
3516 DIST LEARN EQUIP		1,000.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00
01 4200 110 000 000 9	REGULAR SALARIES	43,626.00	0.00	45,133.36	103.46	(1,507.36)	0.00	(1,507.36)
01 4200 210 000 000 9	FICA	3,124.00	0.00	3,344.80	107.07	(220.80)	0.00	(220.80)
01 4200 220 000 000 9	RETIREMENT	4,310.00	0.00	4,458.16	103.44	(148.16)	0.00	(148.16)
01 4200 230 000 000 9	HEALTH INSURANCE	12,600.00	0.00	13,943.12	110.66	(1,343.12)	0.00	(1,343.12)
01 4200 290 000 000 9	LIFE	63.00	0.00	64.00	101.59	(1.00)	0.00	(1.00)
01 4200 410 000 000 9	Supplies/Materials	120.00	0.00	0.00	0.00	120.00	0.00	120.00
01 4200 670 000 000 9	Travel	250.00	0.00	0.00	0.00	250.00	0.00	250.00
4200 TITLE 1 CURRENT		64,093.00	0.00	66,943.44	104.45	(2,850.44)	0.00	(2,850.44)
01 4210 410 000 000 9	SUPPLIES	8,151.00	5,695.86	9,595.15	117.72	(1,444.15)	0.00	(1,444.15)
4210 TITLE 1 NCLB		8,151.00	5,695.86	9,595.15	117.72	(1,444.15)	0.00	(1,444.15)
01 4325 110 000 000 9	Title IIA Class Size Reduction	18,299.00	0.00	18,299.00	100.00	0.00	0.00	0.00
01 4325 210 000 000 9	TITLE IIA Fica	1,343.00	0.00	1,167.72	86.95	175.28	0.00	175.28
01 4325 220 000 000 9	TITLE IIA Retirement	1,808.00	0.00	1,807.51	99.97	0.49	0.00	0.49
01 4325 230 000 000 9	TITLE IIA Health	5,810.00	0.00	7,906.41	136.08	(2,096.41)	0.00	(2,096.41)
01 4325 290 000 000 9	TITLE IIA Life Ins	29.00	0.00	36.29	125.14	(7.29)	0.00	(7.29)
4325 TITLE IIA		27,289.00	0.00	29,216.93	107.06	(1,927.93)	0.00	(1,927.93)
01 4326 630 000 000 9	Title II Eishenhower & Techno	2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
4326 TITLE II		2,000.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00
01 4327 110 000 000 9	REAP Salary	15,253.00	0.00	15,253.00	100.00	0.00	0.00	0.00
01 4327 210 000 000 9	REAP Fica	1,113.00	0.00	973.44	87.46	139.56	0.00	139.56
01 4327 220 000 000 9	REAP Retirement	1,506.00	0.00	1,506.69	100.05	(0.69)	0.00	(0.69)
01 4327 230 000 000 9	REAP Health	4,843.00	0.00	6,590.49	136.08	(1,747.49)	0.00	(1,747.49)
01 4327 290 000 000 9	REAP Life	24.00	0.00	30.25	126.04	(6.25)	0.00	(6.25)
4327 REAP		22,739.00	0.00	24,353.87	107.10	(1,614.87)	0.00	(1,614.87)
01 4403 310 000 000 9	IDEA Vocational/Vision	7,469.00	0.00	0.00	0.00	7,469.00	0.00	7,469.00
4403 IDEA		7,469.00	0.00	0.00	0.00	7,469.00	0.00	7,469.00
01 4404 318 002 000 1	SPED IDEA PRE-K	7,514.00	0.00	0.00	0.00	7,514.00	0.00	7,514.00
01 4404 110 000 000 9	SPED IDEA instr	22,566.00	0.00	22,566.00	100.00	0.00	0.00	0.00
01 4404 140 000 000 9	SPED IDEA PARA	11,895.00	0.00	11,895.00	100.00	0.00	0.00	0.00
01 4404 210 000 000 9	SPED IDEA FICA	1,938.00	0.00	2,026.39	104.56	(88.39)	0.00	(88.39)
01 4404 220 000 000 9	SPED IDEA RETIRE	3,404.00	0.00	3,403.95	100.00	0.05	0.00	0.05
01 4404 230 000 000 9	SPED IDEA HEALTH	7,467.00	0.00	13,385.45	179.26	(5,918.45)	0.00	(5,918.45)
01 4404 290 000 000 9	SPED IDEA LIFE	86.00	0.00	90.00	104.65	(4.00)	0.00	(4.00)
4404 SPED IDEA		54,870.00	0.00	53,366.79	97.26	1,503.21	0.00	1,503.21
01 4406 110 000 000 9	BASE 3-4 SPED INSTR	2,329.00	0.00	2,329.04	100.00	(0.04)	0.00	(0.04)
01 4406 210 000 000 9	BASE 3-4 SPED FICA	84.00	0.00	175.35	208.75	(91.35)	0.00	(91.35)
01 4406 220 000 000 9	BASE 3-4 SPED RETIR	124.00	0.00	230.08	185.55	(106.08)	0.00	(106.08)
01 4406 230 000 000 9	BASE 3-4 SPED HEALTH	0.00	0.00	1,012.00	0.00	(1,012.00)	0.00	(1,012.00)
01 4406 290 000 000 9	BASE 3-4 SPED LIFE	5.00	0.00	6.18	123.60	(1.18)	0.00	(1.18)
4406 BASE 3-4 SPED		2,542.00	0.00	3,752.65	147.63	(1,210.65)	0.00	(1,210.65)
01 4410 313 000 000 0	IDEA OT Therapy Preschool	4,000.00	0.00	3,619.54	90.49	380.46	0.00	380.46
01 4410 318 000 000 0	IDEA PT Therapy Preschool	2,000.00	0.00	3,186.88	159.34	(1,186.88)	0.00	(1,186.88)

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
01 4410 313 002 000 1	IDEA Speech Teacher Preschool	22,000.00	0.00	8,465.29	38.48	13,534.71	0.00	13,534.71
01 4410 318 002 000 1	IDEA Sped Supervision Preschool	5,000.00	0.00	26,279.30	525.59	(21,279.30)	0.00	(21,279.30)
01 4410 313 001 000 2	IDEA D/E Audiology Preschool	250.00	0.00	0.00	0.00	250.00	0.00	250.00
01 4410 318 001 000 2	IDEA Deaf Education Services Preschool	0.00	0.00	678.58	0.00	(678.58)	0.00	(678.58)
01 4410 313 000 000 9	IDEA Vision Services Preschool	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 4410 318 000 000 9	IDEA D/E Psychological Services Preschoo	5,500.00	0.00	19,485.41	354.28	(13,985.41)	0.00	(13,985.41)
4410 IDEA E-P		38,750.00	0.00	61,715.00	159.26	(22,965.00)	0.00	(22,965.00)
01 4700 110 000 000 9	Vocational Wages	2,400.00	0.00	0.00	0.00	2,400.00	0.00	2,400.00
01 4700 210 000 000 9	Vocational FICA	183.00	0.00	0.00	0.00	183.00	0.00	183.00
01 4700 220 000 000 9	Vocational Retire	238.00	0.00	0.00	0.00	238.00	0.00	238.00
01 4700 230 000 000 9	Vocational Health	300.00	0.00	0.00	0.00	300.00	0.00	300.00
01 4700 290 000 000 9	Vocational Life	2.00	0.00	0.00	0.00	2.00	0.00	2.00
4700 VOCATIONAL		3,123.00	0.00	0.00	0.00	3,123.00	0.00	3,123.00
01 5000 560 002 000 1	Computer Equip Elem	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 5000 560 001 000 2	Computer Equip Secon	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5000 DEBT SERVICES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 8000 752 001 000 2	Activity Transfer	15,000.00	0.00	0.00	0.00	15,000.00	0.00	15,000.00
01 8000 753 001 000 2	Special Building	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 8000 754 000 000 3	Bond Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
01 8000 755 000 000 3	Depreciation Fund	213,769.00	0.00	59,396.74	27.79	154,372.26	0.00	154,372.26
01 8000 756 000 000 3	Lunch Fund	8,072.00	0.00	1,185.00	14.68	6,887.00	0.00	6,887.00
8000 TRANSFERS (OUTGOING)		236,841.00	0.00	60,581.74	25.58	176,259.26	0.00	176,259.26
000 DISTRICT WIDE		7,258,510.00	513,556.37	5,444,209.07	75.00	1,814,300.93	0.00	1,814,300.93
01 General		7,258,510.00	513,556.37	5,444,209.07	75.00	1,814,300.93	0.00	1,814,300.93

Ravenna Public Schools
GENERAL FUND
Ending June 30, 2018

Beginning Balance: **\$3,913,221.49**

Receipts:

Tax Collection (Sherman)	\$81,584.68
Tax Collection (Buffalo)	\$447,134.37
State of NE Sped	\$98,829.00
IDEA 4404	\$47,328.00
IDEA 4406	\$2,397.00
IDEA 4410	\$61,715.00
State of NE Title IIA	\$10,113.00
Universal Service Fund (E-Rate)	
ESU 10	\$1,350.00
ESU 10 Title I	\$45,133.36
Sale of Prop/Equip.	
Medicaid (MAC)	\$0.00
State Aid	\$3,635.00
State of NE DHHS (MIPS)	
Distance Learning	\$16,950.00
Other	\$22.50
Interest	\$746.43

Total Receipts: **\$816,938.34**

Disbursements:

Board Bills (May)	\$486,325.00
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Total Disbursements: **\$486,325.00**

Ending Balance: **\$4,243,834.83**

Cash on Hand: **\$4,243,834.83**

Outstanding checks	\$62,130.32
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Bank Balance: **\$4,305,965.15**

Investments: **\$156,491.72**

Accounted for as Follows:

General Fund

General Fund Checking	\$4,243,834.83
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CD #42554	\$131,491.72
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CD # 70099 (9 mo)	\$25,000.00
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Total Available: **\$4,400,326.55**

07/06/2018 02:55 PM

Account Number	Account Description	Budget	Month to Date	Year to Date
8	Revenue			
01 1110	District Taxes	4,203,812.00	421,115.02	3,871,011.85
01 1111	Sherman Dist Taxes	1,300,000.00	78,983.85	1,169,735.12
01 1115	Carline	10,000.00	0.00	15,513.78
01 1116	Sherman Carline	3,000.00	0.00	4,459.65
01 1120	Public Power Tax	125,000.00	0.00	180,180.89
01 1121	Sherm Publ Power Tax	0.00	0.00	0.00
01 1125	Motor Vehicle Taxes	185,000.00	11,397.02	147,863.67
01 1126	Sherman Motor Vehs	40,000.00	1,530.02	29,682.47
01 1130	In Lieu Of Tax	0.00	1,766.87	2,200.96
01 1131	Sherm In Lieu Of Tax	0.00	0.00	1,252.61
01 1210	Tuition Other Dist.	0.00	0.00	0.00
01 1311	Tuition Individual	0.00	0.00	0.00
01 1313	Tuit Sp Ed Individ.	0.00	0.00	0.00
01 1315	DISTANCE LEARNING	20,000.00	16,950.00	32,300.00
01 1323	Tuit Sp Ed Oth Dist.	0.00	0.00	0.00
01 1410	Trans. Individual	0.00	0.00	0.00
01 1411	Trans Sp Ed Individ.	0.00	0.00	0.00
01 1421	Trans. Other Dist.	0.00	0.00	0.00
01 1423	Trans Sp Ed Oth Dist	0.00	0.00	0.00
01 1510	Interest On Invest.	2,500.00	746.43	4,522.67
01 1620	Police Court Fines	0.00	0.00	0.00
01 1700	Other Local Receipts	0.00	0.00	0.00
01 1701	Bond Fund Transfer	0.00	0.00	0.00
01 1790	Driver's Ed	0.00	0.00	0.00
01 1810	KEARNEY FOUND YC	0.00	0.00	0.00
01 1900	AUTISM ACTION PARTNERSHIP	0.00	0.00	0.00
01 1910	RENTAL OF SCHOOL EQUIPMENT & FACILITIES	0.00	0.00	600.00
01 1911	Local License Fees	1,500.00	0.00	3,400.00
01 1920	CONTRIBUTIONS & DONATIONS	0.00	0.00	0.00
01 2110	Buffalo Co Fines-lic	27,000.00	3,204.49	26,712.32
01 2111	Sherm Fines-license	3,000.00	90.97	2,586.75
01 2130	Other County Receipt	7,500.00	0.00	0.00
01 2131	Sherman Fines & Fees	0.00	0.00	0.00
01 2140	Non-resident Tuition	0.00	0.00	0.00
01 2210	Svs Unit Payments	0.00	0.00	0.00
01 3110	State Aid	37,149.00	3,635.00	36,341.00
01 3120	Spec. Ed Programs	377,578.00	98,829.00	552,098.00
01 3121	Spec. Ed Idea	0.00	0.00	0.00
01 3125	Special Ed Transpor.	100.00	0.00	3,315.00
01 3130	Homestead Exemption	0.00	9,650.97	38,603.88
01 3131	Sherm Homestead Ex	0.00	979.84	3,919.36
01 3132	PROPERTY TAX CREDIT	0.00	0.00	393,464.86
01 3135	High Abilt Learners	5,000.00	0.00	5,116.00
01 3136	Prev Yr High Ability Learners	0.00	0.00	0.00
01 3137	KEARNEY	0.00	0.00	0.00
01 3160	Wards Of Court	0.00	0.00	0.00
01 3170	State Vocational	0.00	0.00	0.00
01 3180	Pro-rata Motor Veh.	7,000.00	0.00	8,400.55
01 3181	Sher Pro Rat Moto V	3,000.00	0.00	2,075.14
01 3190	Other St Apport.	0.00	0.00	0.00
01 3191	Enrollment Option	0.00	0.00	0.00
01 3192	Option Mileage	0.00	0.00	0.00
01 3200	State Apportionment	50,000.00	0.00	62,018.63
01 3300	School Land Tax	0.00	0.00	0.00
01 3400	Insurance Pre. Tax	0.00	0.00	0.00
01 3512	DIST ED INCENTIVE	20,000.00	0.00	16,421.08
01 3550	School Tech Fund	0.00	0.00	0.00
01 3570	Teacher Evaluation	0.00	0.00	1,530.00
01 3990	Other State Funds	0.00	0.00	0.00
01 4100	Title 1 Carry Over	0.00	0.00	0.00
01 4200	Title 1 Current	40,000.00	45,133.36	45,133.36
01 4210	Title 1 NCLB	0.00	0.00	0.00
01 4211	Title 1 Past Year	0.00	0.00	0.00
01 4212	Title IVA INNOVATIVE	0.00	0.00	0.00
01 4213	Title 1 Program Impr	0.00	0.00	0.00

Account Number

Revenue Detail

Account Description

Budget

Month to Date

Year to Date

01 4310	TITLE II, PART A NCLB TCHR QULTY GRANTS	20,000.00	10,113.00	10,113.00
01 4311	Title VI Past Year	0.00	0.00	0.00
01 4312	Title VI Current	0.00	0.00	0.00
01 4315	Title V	0.00	0.00	0.00
01 4325	Title IIA Class Size Reduction	0.00	0.00	0.00
01 4327	REAP GRANT	23,629.00	0.00	23,629.00
01 4401	IDEA PRESCHOOL	0.00	0.00	0.00
01 4402	Preschool Travel	0.00	0.00	0.00
01 4403	Spec Ed Medicaid	0.00	0.00	0.00
01 4404	IDEA Base	0.00	47,328.00	94,829.00
01 4406	IDEA Pre-school Handicapp	0.00	2,397.00	4,794.00
01 4410	IDEA E-P	50,000.00	61,715.00	122,255.00
01 4450	Medicaid in Public School (MIPS)	0.00	0.00	0.00
01 4455	Meccatech(MAAPS)	10,000.00	0.00	2,211.68
01 4580	EDUCATION JOB MONEY	0.00	0.00	0.00
01 4599	ARRA STATE AID	0.00	0.00	0.00
01 4610	ARRA IDEA PT B K-12	0.00	0.00	0.00
01 4630	ARRA IDEA PRESCH	0.00	0.00	0.00
01 4700	Fed. Vocational	0.00	0.00	0.00
01 4810	ARRA TITLE I	0.00	0.00	0.00
01 4850	UNIVERSAL SERVICE FUND (E-RATE)	0.00	0.00	871.40
01 4900	Other Fed. Non-cat	0.00	0.00	0.00
01 4901	ESU 10/STAR STIPEND	0.00	0.00	0.00
01 4902	ESU10	0.00	1,350.00	4,877.49
01 4915	MIGRANT EDUCATION TITLE I	0.00	0.00	0.00
01 4971	ARMS GRANT	0.00	0.00	0.00
01 4985	TITLE IID TECHNOLOGY	0.00	0.00	0.00
01 4995	Tobacco Grant	0.00	0.00	0.00
01 5300	Insurance Adjustment	0.00	0.00	0.00
01 5400	Sale Of Prop & Equip	500.00	0.00	789.15
01 5500	From Other Funds	0.00	0.00	0.00
01 5600	Other Non-revenue	250.00	22.50	5,830.54
01 9000	Non-program Receipts	0.00	0.00	0.00
01 9100	NE ST REVENUE	0.00	0.00	0.00
01 9200	Interlocal Agreement	0.00	0.00	0.00
01	General	<u>6,572,518.00</u>	<u>816,938.34</u>	<u>6,930,659.86</u>
8	Revenue	<u>6,572,518.00</u>	<u>816,938.34</u>	<u>6,930,659.86</u>

Expenditure Report by Op. Unit/Function

Account Number	Account Description	Revised Budget	During Month	Expenditures to Date	% of Budget	Balance at EOM	Encumbrances	Unencumbered Balance
06	Lunch							
06 1100 120 000 000 0	Sub Salaries	4,000.00	0.00	5,246.31	131.16	(1,246.31)	0.00	(1,246.31)
06 1100 130 000 000 0	Overtime Salaries	0.00	0.00	1,370.41	0.00	(1,370.41)	0.00	(1,370.41)
06 1100 140 000 000 0	Salary	73,177.00	4,307.92	64,109.66	87.61	9,067.34	0.00	9,067.34
06 1100 210 000 000 0	Fica	6,000.00	190.02	4,175.29	69.59	1,824.71	0.00	1,824.71
06 1100 220 000 000 0	Retirement	7,230.00	425.53	6,465.76	89.43	764.24	0.00	764.24
06 1100 230 000 000 0	Health Insurance	15,945.00	957.58	13,232.23	82.99	2,712.77	0.00	2,712.77
06 1100 290 000 000 0	Life Ins	156.00	10.00	142.00	91.03	14.00	0.00	14.00
06 1100 390 000 000 0	OTHER PURCHASED SERVICES	238,492.00	0.00	163,394.45	68.51	75,097.55	0.00	75,097.55
06 1100 530 000 000 0	Equipment	5,000.00	0.00	0.00	0.00	5,000.00	0.00	5,000.00
06 1100 560 000 000 0	Computer Equip	0.00	0.00	0.00	0.00	0.00	0.00	0.00
06 1100 690 000 000 0	Other Supplies	0.00	0.00	665.00	0.00	(665.00)	0.00	(665.00)
06 1100 691 000 000 0	Other Misc.	0.00	0.00	5,543.77	0.00	(5,543.77)	0.00	(5,543.77)
1100	SALARIES	350,000.00	5,891.05	264,344.88	75.53	85,655.12	0.00	85,655.12
000	DISTRICT WIDE	350,000.00	5,891.05	264,344.88	75.53	85,655.12	0.00	85,655.12
06	Lunch	350,000.00	5,891.05	264,344.88	75.53	85,655.12	0.00	85,655.12

**Ravenna Public School
Lunch Fund Report
Ending June 30, 2018**

Beginning Balance: \$ 10,224.87

RECEIPTS:

Deposit \$ 12,726.49

Interest \$ 2.01

Total Receipts: \$ 12,728.50

DISBURSEMENTS:

Lunch Bills \$ 18,185.19

Outstanding Checks \$ (1,483.29)

Total Disbursements: \$ 16,701.90

Bank Balance: \$ 6,251.47

Book Balance: \$ 4,768.18

Revenue Detail

Account Number	Account Description	Budget	Month to Date	Year to Date
8	Revenue			
06 1510	Interest	20.00	2.01	28.66
06 2000	Federal Reimbursement	0.00	0.00	0.00
06 2001	Special Milk	0.00	0.00	0.00
06 2100	State Reimbursement	0.00	0.00	0.00
06 2200	Breakfast	0.00	0.00	0.00
06 3000	Student Lunches	154,928.00	100.00	113,659.83
06 3100	Student Alacarte	10,000.00	0.00	3,984.35
06 3200	Adult Lunches	7,000.00	0.00	6,849.14
06 3300	Adult Alacarte	0.00	0.00	0.00
06 3400	Milk	0.00	0.00	0.00
06 3401	SPECIAL MILK	0.00	0.00	0.00
06 3500	Student Breakfast	0.00	0.00	0.00
06 3501	Stu Breakfast Alaca	0.00	0.00	0.00
06 3600	Adult Breakfast	0.00	0.00	0.00
06 3601	Adult Breakf Alacart	0.00	0.00	0.00
06 3800	State Lunch Reimb.	700.00	0.00	607.10
06 3900	State Breakfast Reimb.	1,300.00	0.00	794.45
06 4000	Federal Reimbursement	116,038.00	0.00	89,409.39
06 4001	Special Milk	2,000.00	0.00	709.54
06 4002	Breakfast	25,000.00	0.00	18,736.88
06 5000	Trans From Savings	0.00	0.00	0.00
06 5500	School Dist Contrib.	8,072.00	0.00	1,185.00
06 5600	Other Income	0.00	0.00	0.00
06 6000	Other Income	15,000.00	12,626.49	17,877.00
06 6002	Interest	0.00	0.00	0.00
06 6003	Headstart Stu Brkfa	0.00	0.00	0.00
06 6004	Headstart Adu Brkfa	0.00	0.00	0.00
06 9000	Non Program Receipts	0.00	0.00	0.00
06	Lunch	340,058.00	12,728.50	253,841.34
8	Revenue	340,058.00	12,728.50	253,841.34

Invoice

Creative Sites, LLC
11506 Pierce Street
Omaha, NE 68144
Julie Kutilek
402-614-4606

Date: 05/30/2018
Invoice No.: 1238
Due Date: 06/29/2018
Salesperson: Julie Kutilek

Bill To:
Ravenna Public Schools
41750 Carthage Road
Ravenna, Ne 68869

Ship To:
41750 Carthage Road
Ravenna, Ne 68869

Qty	Description	Unit Price	Total
1	BCI Burke PLayerground Structure	\$71,866.00	\$71,866.00
1	Freight	\$3,980.00	\$3,980.00

Kenneth E Schroeder
7-2-18

Total \$75,846.00
Balance Due \$75,846.00

Thank you for your order!

Please contact us for more information about payment options.

Thank you for your business.

Spec Bids



ATTENTION Ken Schroeder

DATE June 8, 2018

TRANSMITTED VIA

TO Ken Schroeder
Ravenna Public Schools
41750 Carthage Rd.
Ravenna, NE 68869

FROM Bryan Rahn

- MAIL (checked)
DELIVERY
EMAIL
OVERNIGHT
OVERNIGHT PRIORITY
PICK UP
FAX # pgs. incl. cover

ETI PROJECT # 2017-152

PROJECT Ravenna Elem. Special Systems Replacement Project

TRANSMITTAL PURPOSE

- For Signature & Return
For Review & Comment
Please Respond (checked)
Please Process (checked)
For Your Information (checked)
As Requested
Shop Drawings
Other

ITEMS SENDING

Table with 4 columns: COPIES, DATE, PAGES, DESCRIPTION. Row 1: 1, 6.8.2018, Protex Pay Application #01

COMMENTS

Large empty box for comments.

SIGNED: Bryan Rahn

CC: File

Handwritten signature: Kenneth Schroeder 6-15-18



June 8, 2018

Mr. Ken Schroeder
Superintendent
Ravenna Public Schools
41750 Carthage Rd.
Ravenna, NE 68869

RE: Ravenna Elementary School – Special Systems Replacement Project
*Pay Application #01
-ETI Project No.: 2017-152

Dear Ken,

ETI has received and reviewed the enclosed Protex Pay Applications #01 for the Ravenna Elementary School – Special Systems Replacement Project. We recommend a current payment be made to Protex in the amount of \$52,439.57 unless you should have any objection.

Please find enclosed original payment application for your use.

If there are any questions, please contact Marty Kasl or myself.

Sincerely,

Bryan Rahn

enclosure

cc Marty Kasl, ETI

Engineering Technologies Inc

Mechanical & Electrical Building Solutions

825 M Street, Suite 200, Lincoln, NE 68508

1111 N. 13th Street, Suite 216, Omaha, NE 68102

P 402.476.1273 F 402.476.1274

P 402.330.2772 F 402.330.2630

Innovative. Comprehensive. Proven

www.eti-engineers.com

Principals

Martin D. Kasl, PE, LEED AP, Mechanical Engineer
Thomas A. Ernst, PE, Electrical Engineer

Daniel W. Schinstock, PE, Mechanical Engineer
Daniel L. Thompson, PE, Mechanical Engineer

Principal Emeritus

Gary W. Loop, PE, Electrical Engineer

Derek R Kotschwar, PE, CxA, LEED AP, Mechanical Engineer
Shane M. Hoss, PE, RCDD, Architectural Engineer - Electrical

APPLICATION AND CERTIFICATE FOR PAYMENT aia document G702

TO (Owner): Ravenna Public School
41750 Carthage Road
Ravenna, NE 68869

PROJECT: Ravenna Public Schools
Elementary Special Systems
Ravenna, NE 68869

APPLICATION NO: 1 Distribution to:

PERIOD TO: 4/30/2018 OWNER
ARCHITECT
CONTRACTOR

FROM (Contractor): Protex Central, Inc.
PO Box 1467
Hastings, NE 68902

VIA (GEN CONTRACTOR):

ARCHITECT'S PROJECT NO: xxxxx

CONTRACT FOR: Fire Detection

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
change Orders approved in previous months by Owner	TOTAL		
Approved this Month			
Number	Date Approved		
1		\$0.00	
2		\$0.00	\$0.00
3		\$0.00	
4		\$0.00	
5		\$0.00	
TOTALS		\$0.00	\$0.00
Net change by Change Orders		\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Protex Central, Inc.

By: [Signature] Date: 4/30/2018

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 134,905.91
2. Net change by Change Orders.....	\$0.00
3. CONTRACT SUM TO DATE (Line 1+2).....	\$ 134,905.91
4. TOTAL COMPLETED AND STORED TO DATE.....	\$ 58,266.19
(Column G on G703)	
5. Retainage:	
a. 10% of Completed Work.....	\$ 5,826.62
(Column D+E on G703)	
b. 10% of Stored Material.....	\$ -
(Column F on G703)	
Total Retainage (Line 5a+5b or Total in Column I of G703).....	\$ 5,826.62
6. TOTAL EARNED LESS RETAINAGE.....	\$ 52,439.57
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior certificate).....	\$ -
8. CURRENT PAYMENT DUE.....	\$ 52,439.57
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$ 82,466.34
(Line 3 less Line 6)	

State of: _____ County of: _____
 Subscribed and sworn to before me this 7th day of June
 Notary Public: Alicia R. Halstrom
 My Commission expires: July 21, 2020

2018 GENERAL NOTARY - State of Nebraska
 ALICIA R. HALSTROM
 My Comm. Exp. July 21, 2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$52,439.57
 (Attach explanation if amount certified differs from the amount applied for.)
 ARCHITECT:
 By: [Signature] Date: 6/8/18
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

APPLICATION NUMBER: 1
 APPLICATION DATE: 4/30/2018
 PERIOD TO: 4/30/2018

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	H BALANCE TO FINISH (C-G)	I RETAINAGE	
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD						
1	Special System Equipment	\$53,751.70	\$0.00	\$53,751.70	\$0.00	\$53,751.70	100%	\$0.00	\$5,375.17	
2	Performance/Payment bond	\$4,514.49	\$0.00	\$4,514.49	\$0.00	\$4,514.49	100%	\$0.00	\$451.45	
3	Special System Labor	\$76,639.72	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$76,639.72	\$0.00	
4		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00	
5		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00	
6		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00	
7		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00	
8		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	#DIV/0!	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	
		\$134,905.91	\$0.00	\$58,266.19	\$0.00	\$58,266.19	43%	\$76,639.72	\$5,826.62	\$0.00



ATTENTION

DATE

TRANSMITTED VIA

TO

FROM

- MAIL
- DELIVERY
- EMAIL
- OVERNIGHT
- OVERNIGHT PRIORITY
- PICK UP
- FAX ___# pgs. incl. cover

ETI PROJECT #

PROJECT

TRANSMITTAL PURPOSE

- For Signature & Return
- For Review & Comment
- Please Respond
- Please Process
- For Your Information
- As Requested
- Shop Drawings
- Other

ITEMS SENDING

COPIES	DATE	PAGES	DESCRIPTION
1	6.22.2018		Protex Pay Application #02
1	6.22.2018		Rutt's Pay Application #01

COMMENTS

SIGNED:

CC:

*Keneth E Schroeder
6-26-18*



June 22, 2018

Mr. Ken Schroeder
Superintendent
Ravenna Public Schools
41750 Carthage Rd.
Ravenna, NE 68869

RE: Ravenna Elementary School – Special Systems Replacement Project
*Pay Application #02
-ETI Project No.: 2017-152

Dear Ken,

ETI has received and reviewed the enclosed Protex Pay Applications #02 for the Ravenna Elementary School – Special Systems Replacement Project. We recommend a current payment be made to Protex in the amount of \$18,900.00 unless you should have any objection.

Please find enclosed original payment application for your use.

If there are any questions, please contact Marty Kasl or myself.

Sincerely,

Bryan Rahn

enclosure

cc Marty Kasl, ETI

Engineering Technologies Inc

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Daniel L. Thompson, PE, Mechanical Engineer

Principal Emeritus

Gary W. Loop, PE, Electrical Engineer

Derek R Kotschwar, PE, CxA, LEED AP, Mechanical Engineer
Shane M. Hoss, PE, RCDD, Architectural Engineer - Electrical



June 22, 2018

Mr. Ken Schroeder
Superintendent
Ravenna Public Schools
41750 Carthage Rd.
Ravenna, NE 68869

RE: Ravenna Elementary School – HVAC Upgrades
*Pay Application #01
-ETI Project No.: 2017-152

Dear Ken,

ETI has received and reviewed the enclosed Rutt's Heating & Air Conditioning Pay Applications #01 for the Ravenna Elementary School – HVAC Upgrades Project. We recommend a current payment be made to Rutt's in the amount of \$28,803.60 unless you should have any objection.

Please find enclosed original payment application for your use.

If there are any questions, please contact Marty Kasl or myself.

Sincerely,

Bryan Rahn

enclosure

cc Marty Kasl, ETI

Engineering Technologies Inc

Mechanical & Electrical Building Solutions

825 M Street, Suite 200, Lincoln, NE 68508

1111 N. 13th Street, Suite 216, Omaha, NE 68102

P 402.476.1273 F 402.476.1274

P 402.330.2772 F 402.330.2630

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Principals

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Principal Emeritus

Gary W. Loop, PE, Electrical Engineer

Derek R Kotschwar, PE, CxA, LEED AP, Mechanical Engineer
Shane M. Hoss, PE, RCDD, Architectural Engineer - Electrical

APPLICATION AND CERTIFICATE FOR PAYMENT aia document G702

TO (Owner): Ravenna Public School PROJECT: Ravenna Public Schools APPLICATION NO: 2 Distribution to:
 41750 Carthage Road ELEMENTARY Special Systems
 Ravenna, NE 68869 Ravenna, NE 68869 PERIOD TO: 6/30/2018 OWNER
 FROM (Contractor): Protex Central, Inc. VIA (GEN CONTRACTOR): ARCHITECT'S PROJECT NO: xxxxx ARCHITECT
 PO Box 1467 CONTRACTOR
 Hastings, NE 68902 CONTRACT FOR: Fire Detection CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
change Orders approved in previous months by Owner			
TOTAL			0
Approved this Month			
Number	Date Approved		
1	5/17/2018	\$2,599.44	
2		\$0.00	\$0.00
3		\$0.00	
4		\$0.00	
5		\$0.00	
TOTALS		\$2,599.44	\$0.00
Net change by Change Orders		\$2,599.44	

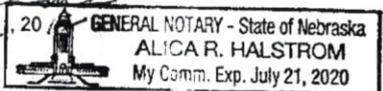
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Protex Central, Inc.
 By: [Signature] Date: 6/20/2018

Application is made for Payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 134,905.91
2. Net change by Change Orders.....	\$2,599.44
3. CONTRACT SUM TO DATE (Line 1+2).....	\$ 137,505.35
4. TOTAL COMPLETED AND STORED TO DATE.....	\$ 79,266.19
(Column G on G703)	
5. Retainage:	
a. 10% of Completed Work	\$ 7,926.62
(Column D+E on G703)	
b. 10% of Stored Material	\$ -
(Column F on G703)	
Total Retainage (Line 5a+5b or Total in Column I of G703).....	\$ 7,926.62
6. TOTAL EARNED LESS RETAINAGE.....	\$ 71,339.57
(Line 4 less Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior certificate).....	\$ 52,439.57
8. CURRENT PAYMENT DUE.....	\$ 18,900.00
9. BALANCE TO FINISH, PLUS RETAINAGE.....	\$ 66,165.78
(Line 3 less Line 6)	

State of: Nebraska County of: Adair
 Subscribed and sworn to before me this 20th day of June, 2018
 Notary Public: Alicia R. Halstrom
 My Commission expires: July 21, 2020



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 18,900.00
 (Attach explanation if amount certified differs from the amount applied for.)
 ARCHITECT:
 By: [Signature] Date: 6/22/18
 This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

AIA DOCUMENT G703

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NUMBER: 2

APPLICATION DATE: 6/30/2018

PERIOD TO: 6/30/2018

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED FROM PREVIOUS APPLICATION (D+E)	E		F MATERIALS PRESENTLY STORED (NOT IN D ORE)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE
				WORK COMPLETED THIS PERIOD	% (G/C)				
1	Special System Equipment	\$53,751.70	\$53,751.70	\$0.00	\$0.00	\$0.00	\$53,751.70	\$0.00	\$5,375.17
2	Performance/Payment bond	\$4,514.49	\$4,514.49	\$0.00	\$0.00	\$0.00	\$4,514.49	\$0.00	\$451.45
3	Special System Labor	\$76,639.72	\$0.00	\$21,000.00	\$0.00	\$0.00	\$21,000.00	\$55,639.72	\$2,100.00
4	CO 001	\$2,599.44	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,599.44	\$0.00
5		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
		\$137,505.35	\$58,266.19	\$21,000.00	\$0.00	\$0.00	\$79,266.19	\$58,239.16	\$7,926.62
								58%	\$0.00



Protex Central, Inc.
 Phone: (402) 463-0666
 Fax: (402) 463-6057
 1239 North Minnesota Ave, PO Box 1467
 Hastings, NE 68901
 GST ID:

Invoice

Number: **97393**
 Date: **6/20/2018**
 Source: SO No. 17619

Bill-To
Ravenna Public Schools
41750 Carthage Road
Ravenna, NE 68869 USA

Ship-To
 Ravenna Public Schools
 41750 Carthage Road
 Ravenna, NE 68869 USA
 Phone: (308) 440-6084

Acct. No.	A/R Cust. No.	Acct. ID	Customer PO	Reference	Sales Rep	Ship Via	Terms
17855		250162		11875	Ed Jarmer		Net 30

Qty.	Item ID	Description	UOM	Ea. Price	Total
1.00	01FA1003	Quote 11875 - Labor Billing June 2018 TC Installation: Fire Alarm	EA	\$21,000.00	\$21,000.00
				Item Total:	\$21,000.00
				Total Amount Due:	\$21,000.00

06/07/2018 11:00 AM by Scott Trutna : Started building panels also delivered parts and talked with Cornerstone.
 06/18/2018 12:00 PM by Scott Trutna : Started programming panel and wiring amps.
 06/19/2018 12:30 PM by Scott Trutna : Programmed 3030 and DVC, wired FCPS 1 and tested part of elementary area.

(* denotes repair item)

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE ONE OF

PAGES

TO OWNER:

PROJECT:

APPLICATION NO:

1

Distribution to:

Ravenna School HVAC Phase 2

OWNER

PERIOD TO:

6/30/2018

ARCHITECT

FROM CONTRACTOR:

CONTRACTOR :

CONTRACTOR

Rutt's Heating & Air Conditioning, Inc

1001 West 1st Street

Hastings, NE 68901

CONTRACT FOR: HVAC

PROJECT NOS:

SUBCONTRACT:

CONTRACT DATE:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM	\$	61,170.00
2. Net change by Change Orders	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	61,170.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	32,004.00
5. RETAINAGE:		
a. 10 % of Completed Work (Column D + E on G703)	\$	3,200.40
b. 10 % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$	3,200.40
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	28,803.60
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	0.00
8. CURRENT PAYMENT DUE	\$	28,803.60
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	32,366.40

CONTRACTOR:

Rutt's Heating & Air Conditioning, Inc

By:

[Signature]

Date:

6/21/18

State of Nebraska

County of: Adams

Subscribed and sworn to before me this

21st

day of

June 2018

Notary Public:

[Signature]

My Commission expires:

12-29-20

RONALD P. WILLNERD

My Comm Exp. Dec. 29, 2020

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

28,803.60

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

[Signature]

Date:

6/22/18

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

CONTINUATION SHEET

AIA DOCUMENT G703

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATION FOR PAYMENT, containing Contractor's signed certification is attached.

APPLICATION NO: 1

APPLICATION DATE: 6/20/2018

PERIOD TO: 6/30/2018

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO:

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D.U.R.E.)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
	Ravenna School HVAC Phase 2								
1	Equipment	\$31,390.00		31,390		31,390	100%	0	3,139
2	Zoning and wifi Thermostats	\$5,517.00				0	0%	5,517	0
3	Fresh Air Dampers	\$373.00				0	0%	373	0
4	Refrigeration Piping	\$1,375.00				0	0%	1,375	0
5	Temperature Controls	\$1,000.00				0	0%	1,000	0
6	Electrical Wiring	\$3,150.00				0	0%	3,150	0
7	Venting Materials	\$975.00				0	0%	975	0
8	Patching and Painting of walls	\$780.00				0	0%	780	0
9	Sheetmetal/ Labor	\$15,996.00				0	0%	15,996	0
10	Performance and Payment Bond	\$614.00		614		614	100%	0	61
GRAND TOTALS		\$61,170.00		32,004		32,004		29,166	3,200



HEATING & A/C INC.
SHEET METAL

Invoice

1001 W 1st St., Hastings, NE 68901
2703 W Villa Dr., Kearney, NE 68845

Date	Invoice #
6/21/2018	36805

Bill To

Ravenna Public Schools
41750 Carthage Rd
Ravenna, NE 68869

Ship To

Send payment to:
Rutt's Heating & A/C Inc.
1001 W 1st St
Hastings, NE 68901

Phone #	P.O. #	Terms	Due Date	Install/Svc Date
402-463-4853		Net 30	7/21/2018	6/21/2018

Description

Phase 2 HVAC Pay Request #1

90% of \$32,004.00
Retainage

Thank you for your business.
Visit us on the web at www.ruttsh heating.com

Past due balances over 30 days will be charged 1.5% interest
per month until paid in full.

Sales Tax	\$0.00
Total	\$32,004.00
Payments/Credits	\$0.00
Balance Due	\$32,004.00

Board of Education Regular Meeting

High School Library

41750 Carthage Road

Ravenna, NE 68869

Monday, June 11, 2018 7:00 PM

Marilyn Bohn: Present

Misti Fiddelke: Present

Ryan Osten: Present

Tara Schirmer: Present

Dawn Standage: Present

Marc Vacek: Present

1. Call to Order and Roll Call - Open Meeting Law

2. Excuse Absent Board Members

3. Approval of Agenda

Motion to approve the agenda passed with a motion by Dawn Standage and a second by Ryan Osten.

4. Financial Report

5. Consent Agenda

Motion to approve the consent agenda passed with a motion by Ryan Osten and a second by Marc Vacek.

5.1. Discuss, consider, and take all action necessary to declaring items from the district's technology as surplus for immediate sale or disposal

5.2. Discuss, consider, and take all action necessary to declaring science department items as surplus for immediate sale or disposal

5.3. Discuss, consider, and take all actions necessary to the minutes

5.4. Discuss, consider, and take all action necessary to approval of the monthly bills

Motion to approve the bills passed with a motion by Ryan Osten and a second by Marilyn Bohn.

6. Request to Address the Board and Correspondence

7. Blue Jay Celebration of Success-NRCSA Gap Closure in Math Honorable Mention

8. ABC Bluejay Staff Member of the Month-None this month.

9. Information and Action Items

9.1. Discuss, consider, and take all action necessary to Interlocal Agreement with Palmer Public Schools for the purpose of receiving Spanish distance learning classes for the 2018-19 school year

Motion to approve distance learning interlocal agreement with Palmer Public Schools for the 2018-19 School Year passed with a motion by Marc Vacek and a second by Ryan Osten.

9.2. Discuss, consider, and take all action necessary to Interlocal Agreement with Palmer Public Schools for the purpose of sending Art distance learning classes for the 2018-19 school year

Motion to approve interlocal agreement with Palmer Public Schools for the purpose of sending art distance learning classes for the 2018-19 school year Passed with a motion by Dawn Standage and a second by Ryan Osten.

9.3. Discuss, consider, and take all action necessary to substitute teacher pay rate for 2018-19 school year

Motion to increase the substitute teacher pay rate to \$120 per day passed with a motion by Marilyn Bohn and a second by Ryan Osten.

9.4. Discuss, consider, and take all action necessary to transferring \$9,396.74 from the general fund to the depreciation fund to facilitate the purchase of a wrestling mat

Motion to approve transferring \$9,396.74 from the general fund to the depreciation fund to facilitate the purchase of a wrestling mat passed with a motion by Marc Vacek and a second by Ryan Osten.

9.5. Discuss, consider, and take all action necessary to the 2018-19 Ravenna Public Schools Student Handbook

Motion to approve 2018-19 Ravenna Public Schools Student Handbook passed with a motion by Marilyn Bohn and a second by Ryan Osten.

9.6. Discuss, consider, and take all action necessary to board policies included in the 2018 Annual Board Policy Update (Policies: 2002, 2006, 2007, 2013, 3020, 3022, 3023, 3025, 3040, 3047, 3048, 3049, 3050, 4012, 4013, 4014, 5017, 5026, 5025, 5037, 5062, 6021, 6031, 6036) Motion to approve first reading of policies contained in the 2018 Policy update with discussed changes to policies 2002, 3040, & 4013 passed with a motion by Marc Vacek and a second by Ryan Osten.

10. Annual Parental Involvement Policy Review Hearing (Policy #5018)

Motion to approve Policy #5018 as presented passed with a motion by Marilyn Bohn and a second by Ryan Osten.

11. Annual Title I Parental Involvement Policy Review Hearing (Policy # 5057)

Motion to adopt revised Policy #5027 passed with a motion by Dawn Standage and a second by Ryan Osten.

12. Annual Bullying Policy (#5054) Review Hearing

Motion to approve revised policy #5054 and to rescind current policy #5054 passed with a motion by Ryan Osten and a second by Marilyn Bohn.

13. Annual Student Fees Policy (#5045) Hearing

Motion to approve revised version of the Student Fees Policy (#5045) and to rescind the current version of the policy passed with a motion by Dawn Standage and a second by Marc Vacek.

14. Annual Attendance and Excessive Absenteeism Policy (#5001) Review

Motion to approve Policy #5001 in its current form passed with a motion by Ryan Osten and a second by Marilyn Bohn.

15. Discussion Items

15.1. NASB Monthly Meeting Update

15.2. Discussion, consider, and take all action necessary to Annual Strategic Planning

16. Elementary Principal's Report

17. Secondary Principal's Report

18. Superintendent's Report

19. Positive Comments

The four students attending the WLC Leadership Conference with the Ravenna FFA had a great trip and represented Ravenna Public Schools very well. -Marc Vacek

Congratulations to Josh Bauer on his state championship in the high jump at the state track meet. -Brad Kjar, Secondary Principal

Congratulations to Jack Drahota for overcoming adversity and performing well at the state track meet in the hurdles, earning a 3rd place finish. We admire his competitive spirit. -Misti Fiddelke

A special thanks to all of our summer league coaches, swimming pool staff, city librarians, scout leaders, 4-H Sponsors, and everybody else who keeps our kids active and engaged during the summer time in positive activities that promote their physical and mental development over the summer months. – Superintendent Ken Schroeder

20. Adjournment

Motion to adjourn at 9:44 PM passed with a motion by Marilyn Bohn and a second by Ryan Osten.



PUBLIC PARTICIPATION

INSTRUCTIONS FOR MEMBERS OF THE PUBLIC WHO WISH TO SPEAK:
This is the portion of the meeting when members of the public may speak to the board about matters of public concern.

- **Getting Started:** When you have been recognized, please stand and state your name.
- **Time Limit:** The board will generally allow a total of 30 minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to around 5 minutes. If there are more than 6 individuals who wish to address the board, the 30 minutes will be divided equally between the number of speakers. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.
- **Personnel or Student Topic:** If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has a complaint policy and/or procedures to resolve such complaints and concerns. The Board requests that you follow the policy and procedures before addressing these matters with the Board. Board members will generally not respond to any questions you ask or comments about individual staff members or students.
- **General Rules:** This is a public meeting for the conduct of business. Comments from the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- **No Action by the Board:** The board will not act on any matter unless it is on the published agenda.



Karen Haase
Steve Williams
Bobby Truhe
Tim Malm
Shari Russell, Paralegal

MEMORANDUM

TO: KSB Policy Service Subscribers
FROM: KSB School Law
DATE: May 14, 2018
RE: Annual Policy Updates

Attached are the 2018 KSB School Law policy updates. As has been our practice, we have also included changes to our standard forms and updates on some other laws which do not require changes to policies but do present new obligations or things to keep in mind as you enter the 2018-2019 year. We have broken these down in 3 sections: "Policy Changes;" "Forms Changes;" and "Other Issues to Consider."

To assist subscribers in implementing these policy changes and the other considerations laid out in this Memo, **KSB will hold a webinar on Tuesday, May 22, 2018 at 10:00 a.m. Central Time.** In the webinar, we will give a brief overview of the changes and then answer questions from attendees regarding the policies and other considerations. We will send out the link to the ZOOM conference to subscribers and will post it on the website in the Policy Updates section.

Please feel free to contact us if you have any additional questions or if you would like to have a policy customized or "tweaked" to meet your individual circumstances.

Policy Changes

REVISION OF POLICY 2002: Organization of the Board

Without fail, some boards struggle each year to appoint board officers. Sometimes no board members volunteer; sometimes no motion receives a second; and sometimes there are dozens of votes without any nominated board member receiving a majority. For example, we believe the current record is 155 votes for the board president position, split 3-3 each time. You saw it play out in the World Herald and on social media this year at Omaha Public Schools.

We have added two provisions to this policy. The first makes clear that the votes to nominate a board officer can be conducted by secret ballot as long as the vote tally is recorded in the minutes. The second is a series of methods the board can use to fill its officer positions if one of the crazy circumstances above happens to your board.

The most common scenario is a split vote multiple times for board president. For that scenario, we've offered 2 options: split the position between the 2 members at 6 months apiece, or flip a coin.

This change is not required but is recommended; you will have to make a choice between 2 options.

REVISION OF POLICY 2006: Complaint Procedure

Our general purpose behind policy 2006 is simple: drive as many different complaints and due process requirements as possible to one place, using one procedure. Unfortunately, bad actors also know that one way to significantly increase the administrative burdens of operating a school is to file complaints in bad faith or to become a "serial filer." Schools have seen an increase in the number of individuals who simply file complaints to be a pain, especially when they can eventually get a review from the board. Additionally, many of these "serial" complainants are either raising illegitimate issues or have no desire to actually resolve claims through the complaint process.

To combat bad faith attempts, we added a section to the policy to address those situations. Even entities like the Office of Civil Rights have

added similar complaint processing restrictions for serial filers. However, because policy 2006 contains many important state and federal law due process components (such as the ADA, Title IX, Section 504, etc.), this section had to be carefully worded to avoid violations. You should review it carefully and decide if the board is comfortable allowing the superintendent to make these determinations.

This policy was also amended to include the standard of evidence that investigators must use when determining if misconduct occurred. This is related to the updates to Policy 5026 regarding sexual misconduct complaints. It is our recommendation that all student misconduct offenses be investigated using the same standard of evidence.

This change is not required but is recommended.

REVISION OF POLICY 2007: Reimbursement and Miscellaneous Expenditures

The Local Government Miscellaneous Expenditures Act allows schools to spend public funds for one recognition dinner each year for elected and appointed officials, employees, or volunteers of the school district. Since the Act was enacted in 1993, the maximum cost per person for the dinner has been \$25.00. LB 1036 increases the maximum cost per person for such a dinner to \$50.00.

This change is not required but is recommended.

REVISION OF POLICY 2013: Violation of Board Ethics

The current version of Policy 2013 says that a board can go into closed session to discuss a violation of its code of ethics by one of its members. Section 84-1410, governing closed sessions, says that it is permissible to go into closed session "for the prevention of needless injury to the reputation of an individual...if such individual has not requested a public meeting." So long as the underlying reason and technical compliance components of the statute are met, there is no prohibition on using a closed session for protecting the reputation of a board member.

Recently, one of our clients defended an Open Meetings Act complaint filed with the Nebraska Attorney General. In the complaint, the complainant challenged the sufficiency of a closed session motion made by the board of

education. Ultimately, the board wanted to go into closed session to protect the reputation of one of the board members. The Attorney General rejected the idea outright that a board can go into closed session to protect a fellow board member's reputation: "[W]e do not believe that it is a proper reason for a closed session to protect the reputation of a member of the public body."

Consequently, we are revising this policy to remove the authority for the board to use closed session to hold a discussion of a violation of board ethics. We also encourage all boards to be mindful of this decision in the event they want to use closed session to protect a board member's reputation for other reasons.

These changes are required.

REVISION OF POLICY 3020: Copyright Compliance

This year, we took a fresh look at our copyright policy. After reviewing the federal Copyright Act and other copyright laws, we have incorporated several new sections into this policy. Each new section is designed to increase compliance with copyright laws and preserve defenses the district and individuals will have in the event of a violation by a student or staff member engaged in district curriculum, activities, or programs.

The policy requires any staff member who wants to use a copyrighted "work" to seek the written permission of the building principal. The principal must ensure either that (1) the district has obtained a license for the use, or (2) the staff member's use of the copyrighted material is a "fair use" for educational purposes. This will require building principals to have a working understanding of what constitutes "fair use" in the educational context, because federal law provides some protection from liability for educational institutions if they authorize use of copyrighted material only when they "reasonably" believe it is a "fair use." Even if a principal accidentally authorizes use of copyrighted material which turns out to be a violation, the defense to liability exists if the principal reasonably believed it was a fair use. This requires some level of consideration of the fair use doctrine, which is why staff members must seek permission of the building principal and why the principal must actually make a fair use determination.

The policy also requires the district to make materials available (and ideally training) to students and staff on the importance of copyright compliance. It provides another defense for the district to use if it

distributes/trains on copyright compliance in an effort to avoid violations of the law.

Finally, the policy authorizes building administrators or their designees to take reasonable steps to stop copyright violations when they discover them, including removing materials from use, limiting access to district devices and technology, and imposing disciplinary consequences.

These changes are required.

**REVISION OF POLICIES 3022: Volunteers
AND 6027: Field Trips**

One of our policy subscribers received multiple requests from convicted felons to volunteer on school district field trips. The school district asked for more specific wording in these policies to make clear that the superintendent had the ultimate authority to reject volunteers or chaperones who were not suitable or appropriate for the assignment.

These changes are not required.

**REVISION OF POLICIES 3023: Record Management and Retention
(formerly Electronic Record Management)**

The Nebraska Secretary of State's Record Management Division has recently completed a full revision of Schedule 10, the record retention schedule which governs school districts. We have added the requirements for general record retention to this policy which previously only addressed electronic records. Given the dominance of digital record-keeping, it did not seem sensible to us to continue distinguishing between electronic and paper records.

We also felt that it was time to review our policy on electronic records management given the huge changes in the management and storage of electronic data with the advent of cloud-based digital communications. If you use a cloud-based service such as Google Apps for Education or Office 365, you will need to select the retention level you have selected from your service provider. If you still use internal servers to host your e-mail, you will need to consult with your technology coordinator to determine how long the district stores e-mail and other electronic data. There is no obligation to

retain all of your e-mail in their original format, but you must identify your retention schedule for these records.

Under the Secretary of State's retention schedule, "short term communications" must be maintained for at least 6 months, which is why we have included that retention period for school-affiliated social media posts. Please note that all this means is that staff using school-affiliated social media posts cannot delete their posts for at least 6 months. If you use Twitter, for example, to announce sports scores, you just cannot go back and delete old Tweets at the end of the school year. You do not have to print these posts -- leaving them on the social media application counts as "maintaining" under the schedules.

We have had numerous issues related to retention and review of security camera footage. School districts' retention obligations for security video is covered by Schedule 24. After consulting with the Secretary of State's office, we have categorized security video as "working papers" which can be destroyed as soon as the school determines that there is no need to keep it. Schools will have to complete an annual disposition report regarding this footage. The Secretary of State's Office was gracious enough to provide us with a sample disposition report on security video footage, which we have included as an example with these updates.

These changes are required.

REVISION OF POLICY 3025: Returned and Outstanding Checks (formerly Returned Checks)

We have updated this policy to include a section on "Outstanding Checks." This year, we had a few boards who issued checks which were not deposited. School auditors recommended to their school districts that they adopt a policy which requires a review after a certain amount of time, and if necessary a follow up with the payee. The new section permits the superintendent to take any action necessary to resolve the matters, including stopping payments and reissuing checks.

This change is not required.

REVISION TO POLICY 3040: School Safety and Security

We have made two changes to the policy. The first deals with requests for memorials. When a school community experiences the death of a student or a similar tragedy, there is often the very human tendency to want to do something in memory of the deceased student. These memorials can range from spontaneous tributes piled at lockers or parking spaces to more permanent, lasting tributes like placing plaques in halls or planting trees or gardens in the student's name. There may also be ceremonies or assemblies that bring together members of the school community to share memories and grieve together. While this is a very understandable impulse, the most current psychological research indicates that these sorts of memorials are not good for kids and they create tremendous potential legal issues. We blogged about this issue last year [here](#). After several schools faced high-profile pressure from their communities to consider allowing student memorials, we reached out to Jolene Palmer, the State Safety and Security Officer. She confirms that it remains best practice to disallow student memorials. While we agree with Ms. Palmer and defer to the research, we also know that there can be tremendous political pressure to allow a memorial. So, we now have two options for memorials. The first is to flatly prohibit them. The second option sets up a process whereby the school's crisis team can consider a request for a memorial and make a recommendation to the board. It is important that you discuss this issue as a board **now** before a crisis event has occurred.

We have also revised the list of crisis team participants to include a representative of the district's IT staff. This person can be an important resource for retrieving security footage, shutting down e-mail access, and other possible crisis response steps.

These changes are not required.

REVISION TO POLICY 3047: Data Breach and Response

We updated this policy to include the security standards put in place by LB 757. LB 757 requires that districts implement appropriate security procedures and practices based on the personal information that is handled by the district. It also requires that vendors be held to the same security standards. This means the policy change will only be step one of compliance with this statute. Each district will need to work with its technology staff to

ensure that data security is in place. Districts will also want vendor contracts reviewed as they enter new contracts or review current contracts, to get the required security provisions written into each contract.

This change is required.

NEW POLICY 3048: Communicable Disease

The KSB Policy Service used to include a policy on communicable diseases, but we decided it duplicated other policies and wasn't needed. Some of our subscribers requested that we put it back in the service. Policy 3048 is the new and improved version of our communicable disease policy.

This policy is not required.

NEW POLICY 3049: Drones and Unmanned Aircraft

We have added this policy to the service since many schools now use drones or other "Unmanned Aircraft Systems" as part of school programs. The policy contemplates some general use restrictions while also factoring in differences for district uses versus personal or private use on school grounds. The policy generally defers to the superintendent or his or her designee to provide permission, designate authorized areas, and impose other restrictions on the use of drones on school property.

This policy is not required but is strongly recommended.

NEW POLICY 3050: Technology in the Classroom

Some teachers bring "smart speakers" such as Google Home and Alexa Echo devices into their classrooms. This policy addresses the use of those devices, along with assistive technology that has "listen-in" capabilities.

This policy also addresses how educational apps and other software will be used in the classroom and requires teachers to notify the administration of any app or software they plan to use in their classroom that is not issued by the district.

The Children's Privacy Protection Act places limits on the information which operators of websites or online services can collect from children

under the age of 13. COPPA is the reason Twitter and Facebook, for example, have a minimum user age of 13 in their terms of service. The aim is to give parents more control over what information is collected from their children online. Schools are not directly regulated by COPPA, but as the digital revolution has moved into the classroom, schools have increasingly been put in the middle of the relationship between vendors and parents. The FTC is the federal agency which enforced COPPA. It has said it prefers schools to have a system where digital resources are reviewed on a district-wide basis to develop a "whitelist/blacklist" system. But that is a suggestion, not a requirement. In our experience, this is simply unworkable given the vast array of digital educational resources available and the need for school staff to be nimble in responding to student needs. The FTC has said schools may use a decentralized review so long as the district provides adequate guidance to the staff members who are allowed to make relevant decisions. That means if you adopt this policy with a decentralized process, you will have to provide training for every teacher who is permitted to deploy an app that might collect student data.

There is no standard training protocol on COPPA. The district should document the directive that staff must understand the data implications of app usage and student data privacy. One option would be to require all staff to view [this](#) video from PTAC. It is only nine minutes long, not terribly boring, and covers the basics of FERPA and COPPA very well. We also think it will be hard for the FTC or FPCO to say your training was inadequate if you used resources created by the U.S. Department of Education.

The assistive technology provisions are required. The rest of the policy is highly recommended.

REVISION OF POLICY 4012: Staff Internet and Computer Use

Previously, we did not distinguish between staff use of school internet and computers while "on duty" versus "off duty." We have added that distinction to the policy. To start, we simply added "While on Duty" to several of the first few sections of the policy. We then added a section at the very end of the policy on "Off-Duty Personal Use."

This new section mirrors the requirements contained in policy 3044, which covers personal use of school resources, including when it is permissible. This was included in the 2017 updates, and it is required to comply with the Political Accountability and Disclosure Act. In addition to complying with other district policies, it requires personal internet/computer

use by staff to comply with NDE Rule 27, so it is clear that inappropriate or unauthorized use can be used as part of a personnel case or PPC complaint. Finally, the new section and policy 3044 require the employee to report as compensation any taxable "income" as defined by IRS rules. We are not accountants and cannot give tax advice, but we believe there are some authorized uses of school property which arguably could be considered as in-kind "income" which must be accounted for in tax filings.

This change is required.

REVISION OF POLICY 4013: Grievance Procedure

We include this policy in our policy service, but grievance procedures are mandatory subjects of bargaining. We advise schools and ESUs that your grievance procedure which applies to certificated staff should be in your negotiated agreement. Some schools modify and use this policy for administrative and classified staff "grievances," but most school use their general complaint procedure for non-union grievances. Regardless of how you handle your grievance procedures for work-related complaints (negotiated agreement, policy, or handbook), some updates from state and federal law have impacted grievance procedure considerations over the past year. We suggest you consider incorporating the changes below wherever your grievance procedures are housed.

In August, the Nebraska Supreme Court decided *Armstrong v. Clarkson Coll.*, 297 Neb. 595, 901 N.W.2d 1 (2017). The important point for public schools and ESUs in Nebraska relates to grievance procedures. The Court held that prior to filing a lawsuit based upon a breach of contract claim, the plaintiff in the case was first required to exhaust the administrative grievance procedure available to her. We have added a section to our policy making clear that it is a required and not a permissive procedure.

You may recall the NSEA circulating proposed language that local associations presented to boards last year asking the board to consider the grievance procedure as "permissive" or "voluntary" rather than a required administrative procedure to exhaust before filing a lawsuit. We advise our clients not to agree to that. We believe the grievance process is useful, because it forces grievances and related issues into one process for staff members covered by the policy. Most grievances are resolved at the lowest level before they are ever formalized. The downside to a mandatory grievance procedure is that schools may receive more grievances as a result.

Although we shared that concern after reading the case and speaking with the NSEA attorneys, we have not seen a significant uptick in grievances filed. If you have not already, you should talk through that with your board.

Finally, as noted above in the Complaint Procedure updates, schools have seen an increase in the number of individuals who simply file complaints to cause administrative burden. Many of these “serial” complainants are either raising illegitimate issues and/or have no desire to actually resolve claims through the complaint process. We added a section to the policy to address those situations. Even entities like the Office of Civil Rights have added similar complaint processing restrictions for serial filers.

These changes are not required but are recommended. You should review these changes in light of your current grievance procedures and with your board, including adding it as an item to change during your 2018 negotiations.

REVISION OF POLICY 4014: Employment-Related Sexual Harassment

This policy was revised to direct employees who feel they have been harassed to use the complaint procedure found in board policy, or to report the harassment directly to the Title IX coordinator. Prior to this update, the complaint procedure was already in place, and it allowed employees to go directly to the Title IX coordinator. This revision is mostly to clarify the employee’s options and streamline the complaint process. Previously this policy also listed board members as a proper person to receive a report of sexual harassment. We have removed that option, because we have seen cases in which a board member had knowledge of a sexual misconduct issue but failed to report it to the administration. This fact was used against the district when the court assessed whether the district was indifferent to the alleged incident.

This change is not required but is recommended.

DELETE POLICY 4047: Implementation of Student Assistance Team Label as “[Intentionally Left Blank]”

During the Safety and Security Updates we released in the fall of 2016, we moved the SAT policy to number 5067. We realized this year that we did not tell you to remove it from its former location in 4047. You do not

need to change the policy, which is now policy 5067, but you should remove policy 4047. We have updated the 4000 Series Memo and the 4000 Series Index to reflect this change.

This change is not required but is recommended.

REVISION TO POLICY 5008: Pregnant and Parenting Students

We revised this policy last year in order to comply with LB 427, which allowed you to meet the May 1, 2018 deadline for implementation of a policy. After NDE distributed its model policy, we asked their legal counsel to review our policy to make sure they agreed that it was consistent with their model. NDE's legal counsel suggested the changes contained in this policy. These changes are minor, but it is always good to have NDE approve our policy, and we almost always make any changes they suggest. We also sent these revisions out in April, so your board may have already adopted this revision.

This change is required.

REVISION TO POLICY 5017: Routine Directory Information

We have added "Name of parent and/or guardian" to the list of information about a student which may be released without parent knowledge or consent. This allows you to announce the name of a student's parents at senior recognition night or on other occasions. To be candid, we should have included this on the list before now.

This change is not required but is highly recommended.

REVISION OF POLICY 5026: Sex Discrimination and Sexual Harassment of Students; COMBINE POLICIES 5026 AND 5027

The Department of Education released new guidance on Title IX investigations in 2017. In the new guidance the DOE rescinded some Obama administration procedures for the investigation and appeal of district decisions involving sexual harassment. The Trump Administration has indicated that the 2001 Title IX Guidance from the Bush Administration should be followed, unless otherwise directed by the DOE. One of the big

changes from this decision is that districts may choose the appeal process for Title IX investigations. A district is not required to offer an appeal from its decision regarding responsibility and disciplinary sanctions. A district can allow only the accused party to have an appeal, as they are the party that “stands to suffer from any penalty imposed” according to decision from the Office of Civil Rights. A district can also allow appeals for both parties once a decision has been made.

In addition to a decision on the appeals process, the district may choose the level of evidence required to reach a conclusion that sexual misconduct has occurred. The district may use a preponderance of the evidence standard or a clear and convincing evidence standard. A preponderance of the evidence standard means that the evidence shows it is more likely true than not that the accusations are true. A clear and convincing evidence standard is a higher bar of proof that requires a party to show that it is substantially more likely than not that the accusations are true.

These are very brief explanations of the appeals and evidence issues raised by the Title IX guidance. The complaint procedure in Policy 2006 will follow a preponderance of the evidence standard, as that is customary in student conduct investigations, and is lawful under the new guidance. Policy 2006 will also reflect a complaint procedure that allows both parties in a student misconduct allegation to appeal the decision.

This change is required.

DELETE POLICY 5027: Sexual Harassment of Students by Other Students
Label as “[Intentionally Left Blank]”

This policy was combined with policy 5026 and will now be “Intentionally Left Blank.”

This change is required.

REVISION OF POLICY 5035: Student Discipline

This policy was revised to reflect changes in state law. LB 1081 was passed this legislative session. Among other things it amended § 79-262 and § 79-293 to require that school districts collaborate with their local

county attorney in order to determine what student conduct should be reported to law enforcement as a criminal violation. One of the forms for the 5000 series will be a form letter for subscribers to send to their county attorney requesting collaboration. Subscribers should attach this updated policy to the form letter and send it out as soon as possible.

The amended § 79-262 requires the annual review of reportable student conduct occur before August 1. We have drafted what offenses we believe should be reported to law enforcement. If your county attorney collaborates with the district and requests additional or different conduct be reported, the district will need to work with their county attorney and amend the policy. The student handbook has been updated with this change as well.

This change is required.

REVISION OF POLICY 5037: Student Internet and Computer Access

This policy was revised to correct an accidental omission that occurred in section I.B.3.

This change is required.

REVISION OF POLICY 5045: Student Fees

This policy was revised to correct section (B)(4) Materials Required for Course Projects. Course projects that are required in the curriculum cannot have a fee associated with them. Elective coursework counts toward graduation and advancement between grades, and does not qualify as an extracurricular activity under § 79-2,126. However, students who wish to buy different or more advanced materials, such as additional art supplies or lumber, may purchase those materials through the school or provide the materials themselves. The course must include a basic project that can meet the curriculum with materials the district will provide.

This change is required.

REVISION OF POLICY 5054: Student Bullying

One of the issues we see school administrators struggle with is how to distinguish between conduct which is bullying and other conduct which is annoying or hurtful to students. We have revised the bullying policy to pull two definitions into the policy. We think the definition adopted by the Centers for Disease Control is useful to have in your policy because this is the definition that the federal courts have used in litigation alleging that schools have been deliberately indifferent to bullying among students. We also think the CDC definition provides useful tools to discuss bullying allegations with parents. We have also included the definition of bullying found in state law which requires schools to have an anti-bullying policy. Notice that the policy gives district administrators the discretion to use these two definitions to make their own determination on a case-by-case basis about whether bullying has occurred.

The next set of additions are designed to resolve a conflict between state and federal law. The Nebraska Student Discipline Act says that school administrators may only long-term suspend or expel a student for misconduct which occurs on school grounds, in a school vehicle, or at a school activity. But that does not mean that school administrators can simply ignore off-campus cyberbullying. The IDEA, Section 504, and Title IX all require school staff to take prompt remedial action to assist a student who has been bullied or harassed due to a protected status characteristic -- disability, sex, race, etc. This obligation under federal law exists if the bullying or harassment is interfering with the student's ability to access education, *regardless of where the student was when the bullying or harassment occurred*. We have added two paragraphs to the bullying policy to make the distinction between punishment of the bully and support for the victim clear under the policy. Please also notice that the limits of the Nebraska Student Discipline Act only apply to long-term suspension or expulsion. Schools can (and should) impose a whole range of other consequences on students who bully, including short-term suspension, in-school suspension, counseling, additional academic work detentions, and the like. These consequences serve both to punish the bully and to prove that the district was not deliberately indifferent to the victim, even if the bully could not be expelled.

This change is required.

REVISION OF POLICY 5057: District Title I Parent and Family Engagement Policy

Once again this year, NDE required a few changes to school districts' Title I policies. We collaborated with NDE on these changes and obtained their approval of this policy. This policy should comply with all items to be reviewed in the event your district is subject to an audit or review of your Title I policy.

This change is required.

REVISION OF POLICY 5062: Lice and Nits

This policy has always had two options. Option A is more aggressive and prohibits lice, louse eggs, and nits. Option B was designed to be less aggressive and more in line with what DHHS and the Centers for Disease Control have said, which is that only live lice or eggs should be a basis for exclusion from school. However, the "Option B" version of the policy still contained two references to "nits." This revision simply corrects that. You may not need to do anything to your policy. However, you should double check your policy to be sure the wording is consistent with your board's choice.

This change is required if you adopted "Option B," and you should check your policy to be sure it is worded correctly if you picked that option.

REVISION OF POLICY 6021: District Criteria for Selecting Evaluators to be Used for Special Education Evaluation and Verification and Independent Educational Evaluations

When the Nebraska Department of Education revamped its website, it changed the URL for service agencies that have approved rates. This revision replaces the old URL with the correct one.

This change is required.

REVISION OF POLICY 6031: Emergency Exclusion

We fixed a sentence fragment in this policy. It was the first sentence under the heading "Extension of Exclusion." In that same paragraph, we changed the word "considered" to "made" in the last sentence.

This change is required.

NEW POLICY 6036: Reading Instruction and Intervention Services OR Nebraska Reading Improvement Act Policy

LB 1081 creates the Nebraska Reading Improvement Act that expresses the Unicameral's intent that all students in public schools be able to read at or above grade level by third grade. In order to meet this goal, school boards are required to develop policies to facilitate reading instruction and intervention services to address student reading needs, including, but not limited to, dyslexia. Beginning with the 2019-20 school year, schools will be required to administer reading assessments approved by NDE three times per school year to all students in kindergarten through third grade. Schools will also be required to provide supplemental reading intervention programs to students identified with reading deficiencies to ensure that they are reading at or above grade level by the end of third grade. This policy addresses all of the requirements of the new Act. However, the Act also authorizes NDE to adopt rules and regulations. We will review any such rules and regulations and amend the policy as necessary prior to the 2019-20 school year.

This policy is required.

Forms Changes

Employment Application (4000 Series)

The state laws regarding Veterans Preference have been updated to change the definitions of who is eligible for a preference and place timeline limitations on some eligible individuals. The changes to the law are best

observed in LB 639 from the last Unicameral session, and you can view the 2-page bill [here](#).

In terms of the changes relevant for schools as employers, the Unicameral added "service members" to the definition section of 48-225 so that the statute not only covers "veterans'" spouses but also the spouses of "servicemembers." The preference given to spouses of servicemembers is limited to the time during which the servicemember is on active duty and up to 180 days of the servicemember's discharge or separation from service. We have updated our form Employment Application to reflect those changes.

NOTE: Many schools still do not include the veterans' preference disclaimer in their job postings. Section 48-227(3) states as follows:

(3) All notices of positions of employment available for veterans preference and all applications for such positions by the state or its governmental subdivisions shall state that the position is subject to a veterans preference.

Every job opening you post or advertise should include the following wording: "This position is subject to a veterans preference."

These changes are required.

Copyright Compliance for School Staff (4000 Series)

This document is from the U.S. Copyright office and can be distributed to staff as a way to evidence attempts at copyright compliance in the educational setting.

This form is not required but recommended.

Title I School-Parent-Student Compact Example (5000 Series)

Consistent with the Title I policy, we collaborated with NDE to update our model Title I Compact document. The primary change to note is that it no longer requires the signature of the building principal, parents, or eligible students.

These changes are required.

**Disenrollment Packet
(5000 Series)**

Disenrollment varies based on student age and circumstance. The new packet provides a separate form for each disenrollment situation authorized by state law. The final page of the packet is for the superintendent to fill out in situations that require an exit interview.

These changes are not required but are recommended.

**Letter to County Attorney Regarding Collaboration
(5000 Series)**

LB 1081 was passed during the legislative session, which amended section 79-283 to require school districts to collaborate with their county attorney to determine what violations of student conduct should be reported law enforcement.

This change is required.

**Foreign Exchange Student Application Form
(5000 Series)**

Whenever our policies reference a “form” or “application,” we try to provide a sample for you to use. We did not have a sample application for foreign exchange students despite the fact that policy 5006 requires the prospective host family to “file an application with the administration to enroll the student.”

This form is not required but recommended.

Other Issues to Consider

Procurement With Federal Funds (Policies 3003.1, 3004 and 3004.1)

Last year we made extensive revisions to our construction and purchasing policies in order to comply with revisions to the federal Education Department General Administrative Regulations (EDGAR). This is the regulation that required you to begin bidding all of your school lunch purchases if you spend more than \$3,500. In early December 2017, Congress raised the limits for all categories of purchasing for the military and for institutions of higher education. This year, the Office of Management and Budget has announced that it will extend those changes to the programs covered by EDGAR, including K-12 educational entities. The new regulations will be released in July and will be effective immediately. We will have to review the regulations when they are released and will also need to confer with several program offices at the Nebraska Department of Education.

The good news: The purchasing limits for some federal programs are definitely going to be increased for the 2018-19 school year. The federal regulations will increase the limit for micro-purchases from \$3,500 to \$10,000 and small purchases will increase from \$150,000 to \$250,000. We might also be able to loosen up some of the other administrative burdens that have been placed on your federal purchasing programs during the 2017-18 school year.

The bad news: We will have to send a separate update on purchasing policies sometime this summer to allow you to take advantage of those higher purchasing limits. The higher limits could potentially apply to Title I, school nutrition, and special education. We do not yet know if the Nebraska Department of Education will take any steps to retain the lower limits in specific program areas, and will work with those offices within NDE to formulate a single set of policy changes that subscribers can adopt. We will also need to review the actual federal regulations to see what, if any, of the other administrative hoops might be eliminated in our new policies.

Voluntary Termination Incentives

The Unicameral passed LB 512 during the 105th Legislature (2017-18) with an effective date of September 1, 2017. Section 11 of that bill is now codified at section 79-8,142, and it provides certain limitations on early

retirement incentives. These limitations only apply to school districts that are at their maximum budget authority and at their maximum levy, but we fielded many questions about the changes during this past school year. If you are a school district up against your max budget and levy authority, meeting these requirements will allow qualified payments to be excluded from levy and budget limitations on a scaled basis for the next several years. Section 79-8,142 states:

(1) A school district may agree to pay incentives to a certificated employee in exchange for a voluntary termination of employment.

(2) For purposes of this section, incentives paid in exchange for a voluntary termination of employment include any amount paid, except pursuant to the Retirement Incentive Plan or Staff Development Assistance agreement required under sections 79-854 to 79-856 for school districts involved in a unification or reorganization, to or on behalf of any certificated staff member in exchange for a voluntary termination of employment, including, but not limited to, early retirement inducements and costs to the school district for insurance coverage for such certificated staff member or any member of such certificated staff member's family.

(3) Incentives paid to a certificated teacher in exchange for a voluntary termination of employment shall be a qualified voluntary termination incentive for a certificated teacher for purposes of sections 77-3442 and 79-1028.01 if:

(a) All current and future incentives paid by the school district to such certificated teacher for such voluntary termination of employment **do not exceed thirty-five thousand dollars** in total and such school district has not and shall not pay any other incentives to such certificated teacher for any voluntary termination of employment;

(b) All current and future incentives for such voluntary termination of employment are **paid within five years** after such voluntary termination of employment **or prior to such certificated teacher becoming eligible for medicare**, whichever occurs first;

(c) Such school district has, to the satisfaction of the State Board of Education, **demonstrated** that the payment of such incentives in exchange for a voluntary termination of

employment ***will result in a net savings in salary and benefit costs to the school district over a five-year period;*** and

(d) Such incentives to be paid in exchange for a voluntary termination of employment were ***not included in any collective-bargaining agreement.***

(4) Each school district ***shall report all incentives paid*** in exchange for voluntary terminations of employment on the annual financial report in the manner specified by the department.

(5) The State Board of Education may adopt and promulgate rules and regulations to carry out the purposes of this section.

(Emphasis added).

This statutory change does not necessarily require a change to your school's early retirement policy. However, you should seek a legal review of your policy and agreement if you are looking to use an early retirement program and your district is up against its budget authority and levy limits.

Child Restraint Safety Devices

LB 42 changes the law related to the use of motor vehicle child safety restraint devices. LB 42 requires:

- All children up to 8 years old must ride properly secured in a federally-approved child safety seat.
- Children must ride rear-facing until up to 2 years old or until they reach the upper weight or height limit allowed by the car seat manufacturer.
- Children under 8 years old must ride in the back seat, as long as there is a back seat equipped with a seatbelt and it is not already occupied by other children under 8.
- Children ages 8 to 18 must ride secured in a safety belt or child safety seat (booster seat).

This bill does not require a policy change.

LB 1000: Public Facilities Construction and Finance Act and Bonds

Effective April 17, 2018, any bonds issued under the Public Facilities Construction and Finance Act must be submitted to a vote prior to their issuance.

This bill does not require a policy change.

E-Rate Compliance and Audits

Earlier this school year there was some discussion among educational technology gurus about what school districts must do to prove they have complied with the Children's Internet Protection Act in order to qualify for E-rate funding. The FCC's Small Entity Compliance Guide requires that schools be able to prove that they:

- Implement technology protection measures to prevent students from accessing material which is harmful to minors;
- Have an internet safety policy;
- Held a public hearing when the board originally adopted the internet safety policy;
- Educate students in internet safety and digital citizenship.

If you are a full policy service subscriber, you comply with all of these requirements under two policies. First, Policy 5037 is your internet safety policy and includes the necessary CIPA wording. As long as you can dig up the minutes of the hearing where you originally adopted the district's first internet safety policy, you will be fully compliant with the FCC's regulations. You do not have to hold an annual hearing or review of this policy.

The curriculum piece is met by policy 5054 on student bullying. Years ago, when the FCC regulations came out, we added the last sentence, "Each building shall engage in activities which educate students about bullying, bullying prevention and digital citizenship." We have conferred with SuAnn Witt, the State E-rate Coordinator, and she confirms that this statement is sufficient to comply with the FCC regulations.

Finally, the billed entity in a consortium application (such as the State of Nebraska for Network Nebraska services or your ESU) may request that members of the consortium provide this information to prove their subsidiary

compliance with the regulations. Schools who work with consortia for the E-rate applications should confer with the consortium manager to see what, if any, documentation the consortium will require.

The Protecting Young Victims from Sexual Abuse and Safe Sport Authorization Act of 2017

This law does not apply to most Nebraska schools. This federal law was passed in the wake of the USA Gymnastics sexual abuse scandal. The law is focused on interstate competitive athletics and Olympic and Paralympic national governing bodies that participate in the U.S. Olympic Committee. The law includes amateur sports leagues that engage in interstate competition. The law does not apply to extracurricular athletics between schools in the same state. If your school engages in interstate athletic competition and you have any questions about the requirements of the law, please contact us.

This law does not require a policy change unless you participate in interstate athletic competitions. If you do, we will help you prepare a policy as needed.

CONCLUSION

It is all too easy to adopt policies that look good, but that do not actually reflect how the school operates or assist the school in accomplishing its goals. Every year we stress that it is very important to us to give you a working, useful set of policies and a continuing **policy service**. There is no additional charge for revisions to these policies or consultation about them. Please don't hesitate to contact any one of us with questions. Our group e-mail address is ksb@ksbschoollaw.com.

Ravenna Public School Activities Handbook

Rules and Regulations 2018 – 2019

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Introduction

Student participation in extracurricular activities has been linked to improved attendance, higher academic achievement and greater student self-confidence and self-esteem. Ravenna Public Schools provides students with the opportunity to participate in a comprehensive activities program which includes athletics, fine arts, and select clubs or organizations associated with academic areas.

Although the school district believes strongly in the value of student activities, participation in the activities program is a privilege, not a right. Students must obey the rules set out in this handbook and any additional rules created by their coach or activity sponsor. This handbook is advisory and does not create a “contract” with parents, students or staff. The administration reserves the right to make decisions and make rule revisions at any time to implement the educational program and to assure the well-being of all students. The administration is responsible for interpreting the rules contained in the handbook. If a situation or circumstance arises that is not specifically covered in this handbook, the administration will make a decision based upon all applicable school district policies, and state and federal statutes and regulations.

Please read this handbook carefully. Students and their parents are responsible for complying with all of the rules and procedures detailed in this booklet.

Parents must sign the acknowledgement and permission to participate form at the end of this handbook before their student will be permitted to participate in the activity programs of the district.

The provisions in this handbook are subject to change at the sole discretion of the Board of Education. From time to time, you may receive updated information concerning changes in the handbook. These updates should be kept within the handbook so that it is up to date. If you have any questions regarding this handbook, please contact the Superintendent for assistance.

**SECTION ONE:
GENERAL INFORMATION ABOUT THE ACTIVITIES PROGRAM**

Academic Eligibility

To be eligible to participate in the school's activity programs, each student must (1) meet Nebraska State Activities Association (NSAA) requirements concerning scholastic eligibility (see Section Three of this Handbook), (2) be registered for 20 semesters credit hours and be in regular attendance, and (3) have not less than a 70% grade in two or more classes for a period of one week to remain eligible to participate in any portion of the activities program. Participants must attend practices and participate in all conditioning during any period of ineligibility.

The school district will notify a participant and his or her parents whenever the participant is declared academically ineligible.

Students may not participate in any activity, performance or practice while serving a short-term suspension, long-term suspension or expulsion from school.

Attendance at Practices and Contests

Participants in the activities program are expected to attend and be on time at all practices and meetings scheduled by the coach or sponsor. Participants may be excused for absences resulting from a participant's illness, a death in the family, a doctor's appointment, a court appearance, or other absences that are arranged in advance. The coach, sponsor, or director of an activity may require a participant who has an excused absence to complete an alternate assignment for missing a practice, meeting, event, performance, or contest. A participant who is unable to attend a scheduled practice, meeting, or game must contact the coach or sponsor in advance. Students who are absent from school due to illness are not required to provide the coach or sponsor with additional notification of the student's absence from practice.

Students who are absent from school for more than half a day (4 periods) will not be permitted to attend, practice, or participate in an athletic contest or activity performance unless the student has the building principal's prior permission to participate despite the absence.

If a participant misses a scheduled contest or performance, the coach or sponsor may impose discipline up to and including suspension of the participant from the activity for the remainder of the season or length of the activity.

Closings

All activities will be cancelled or postponed in the event that school has been called off for inclement weather or any other reason as determined by the administration, unless the administration determines that it is permissible for the activity to continue as scheduled.

Colors

The Ravenna School colors are royal blue and white.

Complaint Procedure

To reduce conflicts in the school's activities program, students and/or their parents should use district's formal complaint procedure to manage conflicts about the program. The complaint procedure is printed in the school's student handbook and may be found on the district's web site: <http://www.ravennabluejays.org>.

Concussion Awareness

The Nebraska Unicameral has found that concussions are one of the "most commonly reported injuries in children and adolescents who participate in sports and recreational activities and that the risk of catastrophic injury or death is significant when a concussion or brain injury is not properly evaluated and managed."

The School District will:

- a. Require all coaches and trainers to complete one of the following on-line courses on how to recognize the symptoms of a concussion or brain injury and how to seek proper medical treatment for a concussion or brain injury
 - Heads UP Concussions in Youth Sports
 - *Concussion in Sports—What You Need to Know
 - Sports Safety International
 - ConcussionWise
 - ACTive™ Athletic Concussion Training for Coaches; and

*Currently used by Ravenna Public Schools

- b. On an annual basis provide concussion and brain injury information to students and their parents or guardians prior to such students initiating practice or competition. This information will include:
 - 1 The signs and symptoms of a concussion;
 - 2 The risks posed by sustaining a concussion; and
 - 3 The actions a student should take in response to sustaining a concussion, including the notification of his or her coaches.

A student who participates on a school athletic team must be removed from a practice or game when he/she is reasonably suspected of having sustained a concussion or brain injury in such practice or game after observation by a coach or a licensed health care professional. The student

will not be permitted to participate in any school supervised team athletic activities involving physical exertion, including practices or games, until the student:

- a. has been evaluated by a licensed health care professional;
- b. has received written and signed clearance to resume participation in athletic activities from the licensed health care professional; and
- c. has submitted the written and signed clearance to resume participation in athletic activities to the school accompanied by written permission to resume participation from the student's parent or guardian.

If a student is reasonably suspected after observation of having sustained a concussion or brain injury and is removed from an athletic activity, the activity sponsor will complete a "Ravenna Public Schools Accident Report Form" and the parent or guardian of the student will be notified by the school of:

- a. the date and approximate time of the injury suffered by the student,
- b. the signs and symptoms of a concussion or brain injury that were observed, and
- c. any actions taken to treat the student.

The school district will not provide for the presence of a licensed health care professional at any practice or game.

School officials shall deem the signature of an individual who represents that he/she is a licensed health care professional on a written clearance to resume participation that is provided to the school to be conclusive and reliable evidence that the individual who signed the clearance is a licensed health care professional. The school will not take any additional or independent steps to verify the individual's qualifications.

Dances

School dances are part of the district's extracurricular activity program. Students who wish to participate in school dances must comply with the activity code. Students may be prohibited from participating in school dances as a consequence for violating school rules or these activity rules.

Junior High/Middle School Dances

Junior high/middle school (7-8) dances may be held by clubs and organizations at regularly scheduled times and appropriate seasons but outside the regular school hours. Such activities must end by 10 PM on school days and 11:45 PM on Fridays and Saturdays unless changed by the Principal. School events which allow for an outside date must have the date registered with the principal's office at least one week before the activity is to occur. Forms for registration will be made available prior to the event. Verification of the outside date must be approved by the guest's school administration. Once at the dance, if a student leaves, they will not be permitted to return.

High School Dances

Dances may be held by clubs and organizations at regularly scheduled times and appropriate seasons but outside the regular school hours. Such activities must end by 10 PM on school days and 11:45 PM on Fridays and Saturdays unless changed by the Principal. School events which allow for an outside date must have the date registered with the principal's office at least one week before the activity is to occur. Forms for registration will be made available prior to the event. Verification of the outside date must be approved by the guest's school administration. Once at the dance, if a student leaves, they will not be permitted to return.

The Junior-Senior prom is to be held each year during the spring semester. Only Ravenna High School Junior and Senior students (and their dates) may attend. Ravenna High School students in the 9th and 10th grades may only attend as dates of Juniors and Seniors. Foreign exchange students and prom servers are also allowed to attend prom. Junior High Students are ineligible to attend prom. Outside dates of Ravenna High School Juniors and Seniors must be at least 9th grade students and cannot be older than 20 years old.

Electronic Communication

The school board supports the use of technology by coaches, extracurricular sponsors, and other staff members to communicate with students for legitimate educational, extracurricular, and other school-related purposes. However, electronic communication between students and teachers, sponsors, and coaches shall be appropriate at all times and shall not violate any law, district policies, or the Regulations and Standards for Professional Practices Criteria, commonly known as Rule 27 of the Nebraska Department of Education ("Rule 27"). Please see the Social Media Policy For School District Employees for further explanation.

Equipment

Each participant in the athletic portion of the activities program will be issued a locker to store his/her personal belongings and school equipment that has been checked out. Students should secure their athletic lockers with combination locks.

School-owned clothing or equipment that is checked out to individual students remains the property of the school. The clothing or equipment is not to be used or worn by the student except for the intended use. Each piece of equipment or clothing is to be returned to the instructor or coach when the season or the use for such clothing or equipment is over. Each participant is responsible for all equipment checked out to him/her. Students will be assessed the replacement cost for school equipment that has been check out to him/her and is lost or stolen.

Fundraising

All school-sponsored fundraising activities must be approved by a member of the school district administration. Fundraising for any activity must comply with the district's policies, including applicable provisions specifically pertaining to Booster Clubs and PTOs for non-school-sponsored fundraising. Use of the school mascot shall not be permitted unless approved by the principal/AD.

Individual Training Rules and Rules of Conduct

Head coaches or sponsors may develop additional training rules or rules of conduct for their activity. Students are responsible for knowing these rules and complying with them.

Initiations and Hazing

Initiations by classes, clubs, or athletic teams are prohibited except by permission of the administration. Hazing in connection with any school organization is absolutely prohibited. Hazing is defined as any activity by which a person intentionally or recklessly endangers the physical or mental health or safety of an individual for the purpose of initiation into, admission into, affiliation with, or continued membership in any school organization. Hazing activities include, but are not limited to whipping, beating, branding, forced and prolonged calisthenics, prolonged exposure to the elements, forced consumption of any food, liquor, beverage, drug, or harmful substance not generally intended for human consumption, prolonged sleep deprivation, or any brutal treatment or the performance of any unlawful act that endangers the physical or mental health or safety of any person.

Injuries

Participants who suffer any type of injury while involved in extracurricular activities must notify the coach or sponsor immediately. The coach or sponsor will then evaluate the injury and, if necessary, notify the participant's parents or seek immediate medical treatment.

If at any time during participation, a doctor removes an athlete from participation because of an illness or injury, the athlete must have a written release from a doctor before participating again. The written release must be given to the coach or sponsor of the activity.

Note: The release requirement will be satisfied if the initial doctor's order specifies the duration of the student's restriction from participation and/or competition. Also see Concussion Awareness above.

Insurance

The school district does not provide medical or other insurance coverage for students who participate in athletic contests or other activities. It is the parents' responsibility to provide adequate insurance to cover any medical expenses that may be incurred while the student is participating in athletics or other activities.

Lettering Requirements

The following guidelines will be used in determining students' eligibility for lettering:

Basketball:

Any member of the Basketball team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least 50% of the quarters or play meaningful minutes in a district or state competition to be eligible for a varsity letter.

-If a player is a senior and did not play in 50% of the quarters, they may letter by having been out for basketball for all four years of their high school career.

-Coach's discretion can be used in determining lettering requirements.

Cross Country:

Any member of the Varsity Boys/Girls Cross Country Team may earn a varsity letter by adhering to the following requirements:

-Being a member of the team for an entire season.

-Adhere to all team rules, regulations; including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-Compete in at least 4 of the 6 scheduled varsity meets other than Districts and State and place in the top half of competitors at the meet.

- **First 6 runners for Ravenna

-Have an average course time of less than:

- 24:00 minutes for boys

- 27:00 minutes for girls

-If they fail to make the average time for their gender, they may also earn a letter by having an increase in time of 2:00 minutes or more when you do the following. (average the two highest times and then average the two lowest times and subtract to find the difference.)

-Coach's discretion can be used in determine lettering requirements.

Football:

Any member of the Varsity Football Team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least 50% of the scheduled contests for the entire season to be eligible for a varsity letter.

-If a player is a senior and did not play in 50% of all quarters of varsity play, he may letter by having been out for football all four years of high school career.

-All members who have met the general criteria will receive a varsity letter if the team wins the state championship.

-Coach's discretion can be used in determining lettering requirements.

Golf (Boys & Girls):

Any member of the Varsity Golf Team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least 50% of the matches or the district, state championships to be eligible for a varsity letter.

-All members who have met the general criteria will receive a varsity letter if the team wins the state championship.

-If a player is a senior and did not play in 50% of the matches, he may letter by having been out for golf for all four years of his high school career.

-Coach's discretion can be used in determining lettering requirements.

Instrumental and Vocal Music:

-Participants must have a current average of 93% or better, and have had a 93% or better for the previous 3 quarters. Criteria for earning an "A" are outlined in the music handbook and/or are available from the instructor

-Participants must demonstrate high quality rehearsal and performance habits, exhibit and encourage a positive attitude toward the music program, and demonstrate strong positive leadership skills.

-Participants must attend all scheduled rehearsals, performances, and contests unless previously excused by the director.

-Participants with any quarter of a "C" or more than one quarter with a "B" will not be eligible to letter in the activity.

Play Production:

- Any student who receives an individual acting award during the season may receive a letter.
- Director's discretion can be used in determining lettering requirements.

Speech:

- Compete in at least four tournaments.
- Practice with his or her coach once a week.
- Be recommended to letter by their coach.

Student Managers:

- In order to letter, the student manager must be in high school, complete the season and have the recommendation of the head coach of the sport involved.

Track:

An athlete must:

- Place in the top six of an individual event or relay race at a meet containing 4 or more teams.
- Finish the season with the track team.
- Coach's discretion can be used to determining lettering requirements.

Volleyball:

Any member of the Varsity Volleyball Team may earn a varsity letter by being a member of the team for an entire season. They must adhere to all team rules and regulations, including academic requirements, RPS rules, training rules, practice requirements, and any other requirements established by the head coach.

-In addition, a member must participate in at least one third of the schedules sets played for the entire season to be eligible for a varsity letter.

-If a player is a senior and did not play in one third of all sets of varsity play, she may letter by having been out for volleyball all four years of high school career.

-All members who have met the general criteria will receive a varsity letter if the team wins the state championship.

-Coach's discretion can be used in determining lettering requirements.

Wrestling:

An athlete must:

- Place in the top 3 in a tournament containing 8 or more teams (OR)
- Score at least 6 team points in Dual Meets (OR)
- Wrestle at least ½ of all varsity matches throughout the year (OR)
- Be a senior and wrestled all 4 years
- Coach's discretion can be used in determining lettering requirements

Mascot

The official emblem for boys' and girls' athletic teams is the Blue Jays. The mascot cannot be used for non-school-sponsored purposes unless approved by the principal/AD.

Practices

The individual head coach or sponsor, in cooperation with the high school principal, will schedule all starting times of practices. All participants are expected to be ready at the time set by the coach or sponsor.

To be eligible to practice, a participant must satisfy the following requirements:

1. Submit to the coach or sponsor the following forms:
 - a. Student Activities Physical Form
 - b. Ravenna Public Schools Permission to Participate
 - c. NSAA Student & Parent Consent Form
 - d. Authorization & Acknowledgement of Activities Handbook
 - e. Acknowledgement of Activities Code of Conduct
 - f. New West Release Agreement
 - g. Family Physical Therapy Release Agreement
 - h. A signed Acknowledgement of Activities Code of Conduct that indicates the student and parent(s) understand the school's position regarding the use or possession of alcohol, tobacco, and other related drugs.
 - i. Furnish proof of insurance to the high school principal/AD through the Ravenna Public Schools Permission to Participate Form.

Reimbursement

When students and staff are participating in a *school sponsored activity* that requires them to be absent from school at meal times the following guidelines will be used for meal allowances: Breakfast-\$5.00, Lunch-\$10.00, and Dinner-\$10.00. The school district will also provide transportation and lodging for students and sponsors.

Reimbursement for "extended" stays at national/state/district level competition and for students attending such events who did not qualify for the competition at such events will be handled in the following manner. If an activity sponsor would like to take students to competition who did not qualify to compete, for the purpose of "program development" or "rewarding" the student for participation in the activities program, they may do so, but they must use money from their activity fund to do so. As an example, if a student did not qualify to go wrestle at the state wrestling meet, and the coach still wants to take that student along to the state meet, the fees (room, lodging, entry fee to event) associated with that will be taken from the wrestling activity account. If an activity sponsor wants to arrive "early" or "stay late" at a competition that his/her team or individual competitor has qualified for, they may do that

with administrative approval and provided that they have the money in their activity account to pay for the "extended stay". An example of this would be state basketball. If the team plays at 2:00 on Thursday, they could easily leave Thursday morning and make it to the game. However, if the coach would like to go down the night before (Wednesday), the coach would need to have that money in their activity account to pay for the meals and lodging associated with the Wednesday night stay. Furthermore, if the team were to get "beat out" on Thursday and wish to stay and have the student athletes experience the rest of the tournament play on Friday and Saturday for the purpose of "program development" or "reward," the money for such an "extended stay" would come out of the basketball activity fund for the hotel, meals, entry free for the event associated with the extended stay. In essence, general fund money will support the activity participants and sponsors with the necessary food, lodging, and entry fees needed to compete for the time they are qualified/required to compete. However, any "extended" time they stay at the event will be the financial responsibility of that activity sponsor's activity account, which is energized through charitable donations and fundraising, not tax revenue. If the funds required for the "extended stay" are not available at the time of the request for the "extended stay," it will not be approved by the administration.

Secret Organizations

Secret organizations are prohibited. School officials shall not allow any person or representative of any such organization to enter upon school grounds or school buildings for the purpose of rushing or soliciting students to participate in any secret fraternity, society or association.

Student Manager, Helpers, or Activity Aids

Students wishing to serve as student volunteers for extracurricular activities must gain the permission of the activity coach or sponsor. Student volunteers must comply with all of the rules and procedures contained in this handbook.

Sunday and Wednesday Night Activities

In order to provide students sufficient time away from school for family-related activities, the school will endeavor not to schedule activities on Wednesday evenings or on Sundays. Practices will be organized so that all participants are showered, dressed and/or leave the facilities by 6:00 p.m. on Wednesday nights. An exception to this guideline would be when a team, group of students, or an individual may be required to participate in an activity sponsored by the conference, district, or state on a Wednesday night.

Practices scheduled for a Sunday must have the prior approval of the superintendent.

Transportation

All participants are expected to ride to and from away activities by means of approved school transportation.

A participant may ride home with his or her parent/guardian only if the parent/guardian personally contacts the sponsor at the activity. A participant may ride home with an adult if the participant's parent/guardian has personally contacted the principal prior to the activity and the adult personally contacts the sponsor at the activity prior to leaving with the student. Parents are discouraged from requesting to take their children home after an away contest or performance. Travel to and from an event provides time for the students to further develop a strong team concept.

Weight Room

The weight room has been developed to help each athlete, student, or adult in the community maintain a level of physical fitness. No one may use the weight room or equipment without proper supervision. The school will develop a schedule for use of the weight room by athletes during the school year and during the summer months.

The weight room is a high demand area within the school facilities. The following guidelines will help determine the priorities in reference to use if more than one group desires to use the facility at the same time:

1. Physical education instruction
2. By the team sports, which are in season
3. Conditioning programs for athletes not currently out for a sport, provided their use does not interfere with the sports in season and provided they have an adult sponsor providing direct supervision
4. Summer conditioning programs
5. Adult education

SECTION TWO: AVAILABLE ACTIVITIES

AcaDeca

The Academic Decathlon is the only annual high school academic competition organized by the non-profit United States Academic Decathlon Association. The competition consists of seven multiple choice tests, two performance events, and an essay.

Athletic Teams

Basketball (boys and girls)
Cross County (boys and girls)
Football
Golf (boys and girls)
Track (boys and girls)
Volleyball
Wrestling

Band

The school district sponsors marching band, pep band, and concert band. Participants must be enrolled in band class in order to be eligible to participate in these groups.

Cheer Squad

Participants are selected by the sponsor(s) or judges appointed by the sponsor. Members of the cheer squad will attend all home and selected away athletic contests.

Dance Team

Dance Team is a team of participants that participates in competitive dance. In a routine, a squad will incorporate a specific dance style, technical work, and, depending on the routine and/or cheers. Dance teams are also popular in performance dance, especially at sporting events, most commonly performing during the pre-game and halftime periods of football and basketball games.

Drama Club

The Drama Club is open to all students interested in any aspect of theater and offers varying levels of involvement. The main focus of this club is to produce a one-act play for fall competition.

Future Business Leaders of America (FBLA)

FBLA is an integral part of the vocational business department and membership is limited to those students with at least one semester of work in the business education field. One of the primary objectives of FBLA is developing leadership and responsibility.

Future Farmers of America (FFA)

FFA is an integral part of the agricultural education department and all students of that department are urged to belong. The activities include training in leadership, opportunities for travel and recreation, and safety and community service activities. Students may participate in field trips, conventions, judging contests and hands-on experience.

SkillsUSA

SkillsUSA is a national partnership of students, teachers and industry representatives working together to ensure America has a skilled workforce. SkillsUSA is an individual membership organization serving middle school, high school and college/postsecondary students who are preparing for careers in technical, skilled and service occupations, including health occupations. SkillsUSA Inc. is a national nonprofit and tax-exempt organization.

National Honor Society (NHS)

The National Honor Society is a national organization that recognizes student character, scholarship, leadership, and service to the school.

Student members shall be selected from the junior and senior classes by the high school faculty. The results of the selection will be announced annually.

Robotics

In Robotics, teams of students are tasked with designing and building a robot to play against other teams from around the world in a game-based engineering challenge. Classroom STEM concepts are put to the test on the playing field as students learn lifelong skills in teamwork, leadership, communications, and more. Tournaments are held year-round at the regional, state, and national levels.

Science Olympiad

Science Olympiad is a national non-profit organization dedicated to improving the quality of K-12 science education, increasing male, female and minority interest in science, creating a technologically-literate workforce and providing recognition for outstanding achievement by both students and teachers. These goals are achieved by participating in Science Olympiad

tournaments and non-competitive events, incorporating Science Olympiad into classroom curriculum and attending teacher training institutes.

Student Council

The purpose of student government is to arouse the spirit of loyalty toward the school, to promote good citizenship, to sponsor school activities, to extend the spirit of good fellowship throughout the student body, to foster a spirit of cooperation between the students and faculty and to seek to develop a spirit of cooperation, good will and better understanding with other schools. The organization, operation and scope of the student government shall be administered by the superintendent or designee.

Speech

Students compete in 12 different categories of competition. These include debate, current events speaking, and several theatre type acting events.

STAR

STAR stands for Students Teaching About Responsibilities. STAR is a group of student leaders selected from grades 7-12, who elect to promote positive leadership in the school and in the community.

Student Publications

The yearbook is published by the Journalism class along with the help of its teacher. The annual is financed by funds raised from the sale of the books.

Vocal Music

Vocal Music provides students with the opportunity to learn the essentials of vocal music performance. Various forms of vocal music are performed. Students have the opportunity to participate in swing choir and show choir competitions throughout the course of the year.

Quiz Bowl

Quiz Bowl is a game in which two teams compete head-to-head to answer questions from all areas of knowledge including history, literature, science, fine arts, current events, sports, and popular culture.

**SECTION THREE:
NEBRASKA STATE ACTIVITY ASSOCIATION RULES**

Eligibility

In order to represent a high school in interscholastic athletic competition, a student must abide by eligibility rules of the Nebraska School Activities Association. Eligibility requirements are established by the NSAA in its Constitution and its Bylaws and Approved Rulings. These documents can be found online at <http://nsaahome.org/yearbook.php>. A summary of the major rules governing student eligibility and participation is given below. The established NSAA Constitution & Bylaws overrule any conflicting or inaccurate information presented below. Contact the principal, activities director, or the activity sponsor or coach for an explanation of the complete rule.

1. Student must be a bonafide student of their member school and have not graduated from any high school.
2. After a student's initial enrollment in grade nine, he/she shall be ineligible after eight semesters of school membership beginning with his/her enrollment in grade nine.
3. Student is ineligible if nineteen years of age before August 1 of current school year. (Student in grades 7 or 8 may participate on a high school team if he/she was 15 years of age prior to August 1 of current school year.)
4. Student must be enrolled in some high school on or before the eleventh school day of the current semester.
5. Student must be continually enrolled in at least twenty credit hours per semester and regular in attendance, in accordance with the school's attendance policy at the school he/she wishes to represent in interscholastic competition.
6. Student must have been enrolled and received twenty hours in school the immediate preceding semester.
7. **Guardianship does not fulfill the definition of a parent.** If a guardian has been appointed for a student, the student is eligible in the school district where his/her natural parent(s) have their domicile. Individual situations involving guardianship may be submitted to the Executive Director for his/her review and a ruling.
8. A student entering grade nine for the first time after being promoted from grade eight of a two-year junior high, or a three-year middle school, or entering a high school for the first time after being promoted to grade ten from a three-year junior high school is eligible. After a student makes an initial choice of high schools, any subsequent transfer, unless there has been a change of domicile by his/her parents, shall render the student ineligible for ninety school days. If a student has participated on a high school team at any level as a seventh, eighth, or ninth grade student, he/she has established his/her eligibility at the high school where he/she participated. If the student elects to attend another high school upon entering ninth or tenth grade, he/she shall be ineligible for ninety school days.
9. **Student eligibility related to domicile can be attained in the following manners:**
 - a. If the change in domicile by the parents occurs during a school year, the student may remain at the school he/she is attending and be eligible until

- the end of the school year or transfer to a high school located in the school district where the parents established their domicile and be eligible.
- b. If the parents moved during the summer months and the student is in grade twelve and the student has attended the high school for two or more years, the student may remain at the high school he/she has been attending and retain eligibility.
 - c. If a student elects to remain at the high school where he/she initially enrolled after being promoted from grade eight of a middle or junior high school, or grade nine of a junior high school, he/she is eligible at that school, or is eligible at a high school located within the school district in which the parents established their domicile.
 - d. **If the legal parents of a student change their domicile from one school district that has a high school to another school district that has a high school, the student shall be eligible immediately in the school district where the parents established their domicile.**
10. Nebraska transfer students whose name appears on the NSAA transfer list prior to May 1 shall be eligible immediately in the fall. Those students whose name does not appear on the NSAA transfer list prior to May 1 shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
 11. Nebraska transfer students must have signed and delivered all forms necessary to make such transfer to the school in which he/she intends to enroll for the 2018-2019 school year prior to May 1, 2018; for the student to be eligible. The school to which the transfer is being made must have notified the NSAA office via an NSAA online transfer form, no later than May 1, 2018. The student would become ineligible for ninety school days the next fall if the student were to change his/her mind and decide not to transfer. If such student were to transfer to the new school, but later decides to return to his/her former district before 90 school days have elapsed, such student will be ineligible in the former district for 90 school days, with the ineligibility period commencing at the start of the fall semester. Those students, who did not have their enrollment forms signed, delivered and accepted prior to May 1, 2018, shall be ineligible for ninety school days, with such transfers being subject to hardship waiver guidelines.
 12. Once the season of a sport begins, a student shall participate in practices and compete only in athletic contests/meets in that sport, which are scheduled by his/her school. Any other competition will render the student ineligible for a portion of, or all of, the season in that sport. The season of a sport begins with the first date of practice as permitted by NSAA rules.
 13. During the season of a particular sport, athletes participating in that sport for a high school may attend, but may not physically take part, either as an individual or as a member of a team, in the sport activity in which instruction is being offered in the clinic, camp or school.
 14. A student shall not participate on an all-star team while a high school undergraduate.
 15. A student must maintain his/her amateur status.

NSAA Sportsmanship Rules

Students must abide by the Nebraska School Activities Association Sportsmanship Rules. A complete copy of these rules can be found at <http://www.nsaahome.org/nsaaforms/pdf/manualsp.pdf>. Unsportsmanlike conduct shall include physical or verbal assault upon any participant, game official, or spectator, or any acts, which may endanger the personal safety of individuals involved, or acts, which hinder the normal progress of a contest or lead to the restriction or discontinuance of a contest.

If a student, participant, patron, and/or staff member representing a member school acts in a manner constituting unsportsmanlike behavior during such competition the member school and/or individuals shall be subject to penalties. A student, participant, patron, and/or staff member may not be permitted to attend activities if involved in unsportsmanlike conduct.

SECTION FOUR: CODE OF CONDUCT

All students associated with Ravenna Public Schools and participating in extracurricular or school sponsored activities (including all NSAA activities) are required to avoid conduct that is detrimental to the integrity of and public confidence in the school. Rules promoting lawful, ethical, and responsible conduct serve the interests of all people associated with the school. Illegal and irresponsible conduct puts people at risk, tarnishes the reputation of the offender and everyone else associated with the school, and undermines the public support and respect of the school district.

Standard of Conduct - Participation in school-sponsored or extracurricular activities is a privilege and not a right. Participants must follow board policy, this code, and all the training rules and rules of conduct of the coaches and/or activity sponsors. Students participating in school-sponsored or extracurricular activities are held to a high standard. Students are expected to conduct themselves in a way that is lawful, responsible, promotes the values upon which the school is based, and that brings credit to themselves and the school. Students who fail to live up to the required standard of conduct are guilty of detrimental conduct and subject to discipline under all school policies, the general student code of conduct, and these Activity Participation Rules.

Coach and Sponsor Rules - Coaches and/or activity sponsors shall establish training rules or rules of conduct for participation in and for attendance at the activity or event. General training rules or rules of conduct shall be established prior to the activity or event. This Code shall control in the event that there is a conflict with coach or sponsor rules.

Prohibited Conduct - Students in school-sponsored and/or extracurricular activities may not engage in the following conduct:

1. Receipt of a criminal citation by law enforcement for any reason.
2. Conviction of a crime in adult court or the adjudication of a criminal charge in juvenile court.
3. Any behavior that is illegal under the laws of Nebraska or the United States of America regardless of whether it results in a criminal charge or conviction.
4. Any conduct that substantially interferes with the educational process or disrupts the activity or event.
5. Possession, use, distribution, or being at parties in the presence of alcohol, illicit drugs, tobacco, or controlled substances, or any lookalike or imitations thereof, without parental supervision, or being under the influence of alcohol, illicit drugs, tobacco, or controlled substances, or any lookalike or imitations thereof. "Lookalike or imitations" means

substances such as K2 and products like electronic cigarettes, vapor pens, etc. (Note: the term “under the influence” for school purposes has a less strict meaning than it does under criminal law; for school purposes, the term means any level of impairment and includes even the odor of alcohol on the breath or person of a student; also, it includes being impaired by reason of the use or abuse of any substance for the purpose of inducing a condition of intoxication, stupefaction, depression, giddiness, paralysis, inebriation, excitement, or irrational behavior, or in any manner changing, distorting, or disturbing the auditory, visual, mental, or nervous processes).

6. Hazing, defined as any activity expected of someone joining a group, team, or activity that humiliates, degrades or risks emotional and/or physical harm, regardless of the person's willingness to participate. Hazing activities are generally considered to be: physically abusive, hazardous, and/or sexually violating and include but are not limited to the following: personal servitude; sleep deprivation and restrictions on personal hygiene; yelling, swearing and insulting new members/newcomers; being forced to wear embarrassing or humiliating attire in public; consumption of vile substances or smearing of such on one's skin; branding; physical beatings; binge drinking and drinking games; sexual simulation and sexual assault.
7. Bullying which shall include cyber-bullying, defined as the use of the internet, including but not limited to social networking sites such as Facebook, cell phones or other devices to send, post or text message images and material intended to hurt or embarrass another person. This may include, but is not limited to; continuing to send e-mail to someone who has said they want no further contact with the sender; sending or posting threats, sexual remarks or pejorative labels (i.e., hate speech); gang up on victims by making them the subject of ridicule in forums, and posting false statements as fact intended to humiliate the victim; disclosure of personal data, such as the victim's real name, address, or school at websites or forums; posing as the identity of the victim for the purpose of publishing material in their name that defames or ridicules them; sending threatening and harassing text, instant messages or emails to the victims; and posting or sending rumors or gossip to instigate others to dislike and gang up on the target.
8. Using any Internet or social networking websites to make statements, post pictures, or take any other actions that are indecent, vulgar, lewd, slanderous, abusive, threatening, harassing or terrorizing.
9. Violating any school policy or a coach's or activity sponsor's training rules or rules of conduct.
10. Dressing or grooming in a manner which is (A) dangerous to the student's health and safety or a danger to the health and safety of others, (B) lewd, indecent, vulgar, or plainly offensive, (C) materially and substantially disruptive to the work and discipline of the school or an extracurricular

activity, (D) interpreted to advocate the use of illegal drugs or other substances by a reasonable observer.

11. Failing to report for an activity at the beginning of a season unless excused by the coach or activity sponsor.
12. Failing to attend scheduled practices and meetings unless excused by the coach or activity sponsor.

Such conduct is prohibited during the school year and while students are participating in school-sponsored events during summer months, regardless of whether it occurs on-campus or off-campus. School year means the period commencing on the first day of fall sports practice through the last day of spring sports practice, events, or attendance at school for a given school year. Summer months means the period commencing after the last of spring sports practice, events, or attendance at school for a given school year until the first day of fall sports practice.

Discipline - Students who violate any provision of these Activity Participation Rules may be subject to discipline up to and including expulsion from extracurricular activities and school sponsored events. Disciplinary action may include a probationary period and conditions that must be satisfied prior to or following reinstatement. Administrators and coaches will take the following into consideration when making disciplinary decisions:

1. Any prior or additional misconduct;
2. The nature and seriousness of the offense;
3. The motivation for the offense;
4. The amount of violence involved;
5. The student's demeanor and attitude regarding the violation;
6. The actual, threatened, or potential risk to the student and others due to the student's behavior;
7. Whether the student has compensated or will compensate the victim in the event of property damage or personal injury;
8. Whether the circumstances of the violation are likely to recur;
9. The student's willingness to participate in evaluations, counseling, or other programs;
10. Any mitigating factors;
11. Any other relevant factors.

If suspended, the student must continue to participate in practices and conditioning during the suspension if required by the coach or activity sponsor. The failure to comply with the practice and conditioning requirement will make the student ineligible for reinstatement to the activity.

Evaluation, Counseling, and Treatment - Apart from any other disciplinary procedures, students who violate any provision of these rules may be required to undergo a formal clinical evaluation at the administration's discretion. Based upon the results of that evaluation, the

student may be encouraged or required to participate in an education program, counseling, or other treatment deemed appropriate by the evaluating professional.

Reporting of Incident - Students shall report any violation of these rules to the coach, principal, or superintendent no later than 30 minutes after the beginning of the next school day after the violation has occurred. Failure to report an incident will constitute a violation of these rules and will be taken into consideration in making disciplinary determinations under this policy.

Discipline Procedures - Prior to any disciplinary action under this activities code, the following procedures shall be followed:

1. The coach or activity sponsor shall make an investigation of alleged violation and provide an opportunity for the student to present his or her version of the facts surrounding the alleged violation.
2. The student and his/her parent or guardian shall be given oral or written notice of the information obtained as a result of the investigation and provided an opportunity to confer with the coach or sponsor and building principal or activities director regarding the incident and any resulting disciplinary action.
3. The coach or activity sponsor shall make a decision regarding disciplinary action after steps 1 and 2 have been followed and shall report to and consult with the principal regarding the decision.
4. The student or the student's parents will be given written notice of the disciplinary action taken within a reasonable amount of time by the activity sponsor.

Consequences

First Offense: 10-day activity suspension and a minimum of 1 event/competition suspension.

Second Offense Within One-Calendar Year: 20-day activity suspension and a minimum of 2 event/competition suspension.

Third Offense Within One-Calendar Year: Suspension from all activities for one calendar year from the date of the third offense.

Guidance & Examples Regarding Application of Consequences.

a) The period of activity suspension begins the day the consequence is decided upon and imposed by the AD/Principal and shall be counted in calendar days, not school days.

b) The student may practice/participate, but not compete during the period of activity suspension, at the sponsor's discretion.

c) The student may attend competition, but not compete, during the activity suspension, at the activity sponsor's discretion.

d) The student may not participate in any competition during the suspension period, even if the participant has satisfied the number of event/competition suspension(s) s/he is required to meet to fulfill the activity suspension requirements.

e) If a student is not restricted from participating in an activity event/competition during the activity suspension, due to an absence of activity events/competitions during the period of suspension, the student is then required to be restricted from the next event/competition for which they are eligible that occurs outside of the activity suspension timeframe.

f) Activity sponsors are allowed to develop disciplinary consequences specific to their activity that restrict event/competition participation based on their specific activity guidelines, provided they are in the sponsor's specific activities by-laws or handbook. As a result, the student may receive an additional event/competition suspension, due to the specific by-laws or handbook of an activity. This additional event/competition suspension can only be applied by the activity sponsor with administrative approval and with the understanding that the parent and student have due process rights to contest such suspension to the administration. As an example, if a student in FFA is at a summer, school-sponsored FFA activity and earns a 10-day activity suspension, and the corresponding 1 minimum event/competition suspension, the student's activity suspension would begin the first day of fall practice and end 10 days thereafter. Even if the student were to be suspended from 1 event/competition during the 10-day suspension that was not an FFA event/competition, the FFA Sponsor could still suspend the student from 1 or more FFA event/competition, provided such suspension was provided for in the FFA Handbook or FFA By-Laws.

Review of Coach's Decision - A student or the student's parents may, within 5 school days of the notice of disciplinary action from the coach or activity sponsor, notify the principal/AD in writing of their request for a review of the coach or activity sponsor's determination. The principal/AD or his or her designee shall review the situation and render a decision within 3 school days from the date of the request for review. The superintendent's decision shall be in writing and shall be final.

Misrepresentations - Any misrepresentation of fact by a student regarding any alleged violation of these rules shall be considered a separate violation of these rules, and the student shall be subject to additional disciplinary action.

Questions - Any parent or student who has questions about board policy, this code, training rules or rules of conduct of coaches or activity sponsors, or their interpretation or application shall consult with the activities director and/or the superintendent.

Assistance - Students are encouraged to consult with their coach, an administrator, a counselor, or a teacher to obtain access to educational, counseling, and other programs and resources that may be available to help avoid misconduct that may result in discipline under this policy.

A Parent's Guide to Concussions

WHAT IS A CONCUSSION?

A concussion is a brain injury which results in a temporary disruption of normal brain function. A concussion occurs when the brain is violently rocked back and forth or twisted inside the skull as a result of a blow to the head or body. An athlete does not have to lose consciousness ("knocked-out") to suffer a concussion.

CONCUSSION FACTS

- It is estimated that more than 140,000 high school athletes across the United States suffer a concussion each year. (Data from NFHS Injury Surveillance System).
- Concussions occur most frequently in football, but girl's lacrosse, girls' soccer, boy's lacrosse, wrestling and girls' basketball follow closely behind. All athletes are at risk.
- A concussion is a traumatic injury to the brain.
- Concussion symptoms may last from a few days to several months.
- Concussions can cause symptoms which interfere with school, work, and social life.
- Athletes who have symptoms from a concussion should not return to sports because they are still at risk for prolonging symptoms and further injury.
- A concussion may cause multiple symptoms. Many symptoms appear immediately after the injury, while others may develop over the next several days or weeks. The symptoms may be subtle and are often difficult to fully recognize.

WHAT ARE THE SIGNS AND SYMPTOMS OF A CONCUSSION?

Signs Observed by Parents or Guardians

- Appears dazed or stunned
- Is confused about assignment or position
- Forgets an instruction
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality changes
- Can't recall events prior to hit or fall
- Can't recall events after hit or fall

Symptoms Reported by Athlete

- Headache or "pressure" in head
- Nausea or vomiting
- Balance problems or dizziness
- Double or blurry vision
- Sensitivity to light or noise
- Feeling sluggish, hazy, foggy, or groggy
- Concentration or memory problems
- Confusion
- Does not "feel right"

WHAT SHOULD I DO IF I THINK MY CHILD HAS HAD A CONCUSSION?

An athlete who is suspected of having a concussion must be removed from play immediately, whether it a game or practice. Continuing to participate in physical activity after a concussion can lead to worsening concussion symptoms, increased risk of further injury, and even death. Parents and coaches are not expected to be able to “diagnose” a concussion, as that is the job of a medical professional. However, they must be aware of the signs and symptoms of a concussion and if they are suspicious, the child must stop playing:

WHEN IN DOUBT – SIT THEM OUT!

Every athlete who sustains a concussion needs to be evaluated by a health care professional who is familiar with sports concussions. Parents should call their child’s physician, explain what has happened, and follow the physician’s instructions. A child who is vomiting, has a severe headache, or has difficulty staying awake or answering simple questions should be taken to the parent’s doctor or emergency room immediately.

WHEN MAY AN ATHLETE RETURN TO PLAY FOLLOWING A CONCUSSION?

No athlete who has suffered a concussion should return to play or practice the same day. Previously, athletes were allowed to return to play if their symptoms resolved within 15 minutes of the injury. Studies have shown that the young brain does not recover quickly enough for an athlete to return to activity in such a short time.

Concerns about athletes who return to play too quickly have led state lawmakers in Oregon and Washington to pass laws stating that **no athlete shall return to play on the day he or she suffered a concussion and the athlete must be cleared by an appropriate health care professional before he or she are allowed to return to play in games or practices.** The laws also mandate that coaches receive education on recognizing the signs and symptoms of concussion.

Once an athlete is free of symptoms of a concussion and is cleared to return to play by a health care professional knowledgeable in the care of sports concussions, he or she should proceed with activity in a step-wise fashion to allow the brain to readjust to exertion. On average, the athlete will complete a new step each day. The return-to-play schedule should proceed as below following medical clearance:

Step 1: Light exercise, including walking or riding an exercise bike. No weight-lifting.

Step 2: Running in the gym or on the field. No helmet or other equipment.

Step 3: Non-contact training drills in full equipment. Weight training can begin.

Step 4: Full contact practice or training.

Step 5: Game play.

If symptoms occur at any step, the athlete should cease activity and be re-evaluated by a health care provider.

HOW CAN A CONCUSSION AFFECT SCHOOLWORK?

Following a concussion, many athletes will have difficulty in school. These problems may last from days to months and often involve difficulties with short and long-term memory, concentration, and organization.

In many cases, it is best to reduce the athlete’s class load after the injury. This may include staying home from school for a few days, followed by a lightened schedule for a few days or perhaps a longer period of time if needed. Decreasing the stress on the brain soon after a concussion may reduce symptoms and shorten the recovery period.

WHAT CAN YOU DO?

- Both you and your child should learn to recognize the “Signs and Symptoms” of a concussion as listed above.
- Emphasize to administrators, coaches, teachers, and other parents your concerns and expectations about concussion and safe play.
- Teach your child to tell the coaching staff if he or she experiences such symptoms.
- Teach your child to tell the coaching staff if he or she suspects that a teammate has a concussion.
- Monitor sports equipment for safety, fit, and maintenance.
- Ask teachers to monitor any decrease in grades or changes in behavior that could indicate concussion.
- Report concussions that occurred during the school year to appropriate school staff. This will help in monitoring injured athletes as they move to the next season’s sports.

OTHER FREQUENTLY ASKED QUESTIONS:

Why is it so important that an athlete not return to play until they have completely recovered from a concussion?

An athlete who has not fully recovered from an initial concussion is very vulnerable to recurrent, cumulative, and even catastrophic consequences of a second concussive injury. Such difficulties are prevented if the athlete is allowed time to recover from the concussion and return-to-play decisions are carefully made. No athlete should return to sport or other at-risk participation when symptoms of a concussion are present and recovery is ongoing.

Is a “CT scan” or MRI needed to diagnose a concussion?

Diagnostic testing which includes CT (“CAT”) and MRI scans are rarely needed following a concussion. While these are helpful in identifying life-threatening brain injuries (e.g., skull fracture, bleeding, swelling), they are not normally used, even by athletes who have sustained severe concussions. A concussion is diagnosed based upon the athlete’s story of the injury and the health care provider’s physical examination.

What is the best treatment to help my child recover more quickly from a concussion?

The best treatment for a concussion is rest. There are no medications that can speed the recovery from a concussion. Exposure to loud noises, bright lights, computers, video games, television and phones (including text messaging) may exacerbate the symptoms of a concussion. You should allow your child to rest as much as possible in the days following a concussion. As the symptoms decrease, you may allow increased use of computers, phone, video games, etc., but the access must be reduced if symptoms worsen.

How long do the symptoms of a concussion usually last?

The symptoms of a concussion will usually go away within one week of the initial injury. You should anticipate that your child will likely be out of sports for about two weeks following a concussion. However, in some cases, symptoms may last for several weeks or even months. Symptoms such as headache, memory problems, poor concentration, and mood changes can interfere with school, work, and social interactions. The potential for such long-term symptoms indicates the need for careful management of all concussions.

How many concussions can an athlete have before he or she should stop playing sports?

There is no “magic number” of concussions that determine when an athlete should give up playing contact or collision sports. The circumstances surrounding each individual injury, such as the way the injury happened and length of symptoms following the concussion are very important and must be considered when assessing the athlete’s risk for further and potentially more serious concussions. The decision to “retire” from sports is a decision best reached following a complete evaluation by your child’s primary care provider and consultation with a physician or neuropsychologist who specializes in treating sports concussion.

I’ve read recently that concussions may cause long-term brain damage in professional football players. Is this a risk for high school athletes who have had a concussion?

The issue of “chronic encephalopathy” in several former NFL players has received a great deal of media attention lately. Very little is known about what may be causing dramatic abnormalities in the brains of these unfortunate retired football players. At this time, we have very little knowledge of the long-term effects of concussions which happen during high school athletics.

In the cases of the retired NFL players, it appears that most had long careers in the NFL after playing in high school and college. In most cases, they played football for over 20 years and suffered multiple concussions in addition to hundreds of other blows to their heads. Alcohol and steroid use may also be contributing factors in some cases. Obviously, the average high school athlete does not come close to suffering the total number or sheer force of head trauma seen by professional football players. However, the fact that we know very little about the long-term effects of concussions in young athletes is further reason to carefully manage each concussion.

Adapted from [A Parent’s Guide to Concussion in Sports](#), National Federation of High School Associations.

Some of this information has been adapted from the CDC’s “Heads Up: Concussion in High School Sports” materials by the NFHS’s Sports Medicine Advisory Committee. Please go to www.cdc.gov/ncipc/tbi/Coaches_Tool_Kit.htm for more information.

AUTHORIZATION AND ACKNOWLEDGEMENT

WARNING: SERIOUS CATASTROPHIC AND PERHAPS FATAL INJURY MAY RESULT FROM ATHLETIC PARTICIPATION

Many forms of athletic competition result in violent physical contact among players, the use of equipment which may result in accidents, strenuous physical exertion and numerous other exposures to risk of injury. Students and parents must assess the risks involved in such participation and make their choice to participate in spite of those risks. No amount of instruction, precaution or supervision will eliminate these risks. Students have suffered accidents resulting in death, paraplegia, quadriplegia, and other very serious permanent physical impairment while playing sports. By granting permission for your student to participate in athletic competition, you, the parent or guardian, acknowledge that such risk exists. Students will be instructed in proper techniques to be used in athletic competition and in the proper utilization of all equipment worn or used in practice and competition. Students must adhere to that instruction and utilization and must refrain from improper uses and techniques.

I understand the statement above and I understand that by allowing my student to participate in athletic events, I assume the risk that he/she may be injured, perhaps severely.

Signature of Parent

Printed Name of Parent

Date

ACKNOWLEDGEMENT OF CONDUCT CODE

I understand that as a student representing the school district in activities, I am obligated to comply with the activities handbook, including the code of conduct. **This means that I may not possess, use or be at parties in the presence of alcohol, illicit drugs, or controlled substances at any time during the school term unless I am accompanied by a parent.** I understand that if I violate the code of conduct or other rules in this handbook, I may be suspended from participation in all co-curricular activities and/or school sponsored activities or events.

Signature of Student

Printed Name of Student

Date`

I understand that my student is obligated by this handbook, including the statements above.

Signature of Parent

Printed Name of Parent

Date`

5068
Extracurricular Drug Testing Program

The Ravenna Public School district supports and values student participation in extracurricular activities, but such participation in school district extracurricular activities is a privilege and not a right. Students in all extracurricular activities in grades 7-12 shall be subject to mandatory and random testing for the presence of alcohol, illegal drugs, and misused prescription drugs.

1. Purpose of Random Drug Testing

- a.** The school district has recognized that observed and suspected drug and alcohol use and abuse has increased among the student population, including students participating in extracurricular activities.
- b.** The school district seeks to provide safe, drug-free schools.
- c.** The school district seeks to deter the use of illegal and prohibited drugs and alcohol among students.
- d.** The school district recognizes that students who use illegal and prohibited drugs pose a threat to the health and safety of themselves, other students, teachers, administrators, and other persons.
- e.** The school district finds that drug and alcohol use among the student body will be effectively addressed by making sure that the large number of students participating in extracurricular activities do not use drugs and alcohol.

2. Notice. Each student who participates or seeks to participate in extracurricular activities shall be given a copy of this policy. This policy may also be included in the student and activities handbooks.

3. Drug Testing Coordinator. The Drug Testing Coordinator shall be the Secondary Principal, Activities Director, or his or her designee unless otherwise indicated.

4. Extracurricular Activities. This policy applies to any activity that meets the guidelines of an extracurricular activity at the school district which includes but is not necessarily limited to the following:

Band	One Act Play
Basketball	Quiz Bowl
Cheer	School Dances
Cross Country	Show Choir
Dance Team	Skills USA
DECA	Speech
FBLA	Spring Play
Flag Corp	Student Council
Football	Track
Golf	Volleyball
Musicals	Wrestling

5. Students Who Are Required to Submit to Drug Testing

a. Grades. All students in grades 7-12 who participate in any extracurricular activity are part of the pool subject to random drug testing.

b. Consent. A student and his or her parent(s)/guardian(s) must sign a consent form before the student shall be eligible to try out for, practice with, or participate in the extracurricular activity. The consent form is attached to this policy.

c. Selection Pool Eligibility. Students shall remain in the selection pool for an entire calendar year (365 days) from the date the consent form is received by the school district except students who quit during the season.

Random testing will be completed a minimum of 3 times per year or as determined by the DTC. Each selection pool will consist of:

Three students from 7th and 8th grades
Six students from 9th through 12th grades

d. Withdrawal. Students who have a consent form on file remain eligible for drug tests from the date the consent form is received by the school district and throughout the remainder of the school year or until the student files a Withdrawal of Student from Activity form signed by the student and his or her parent(s)/guardian(s). Upon withdrawal, the student shall not be eligible to participate in any activity that is subject to drug testing for the remainder of the school year. A student who files a Withdrawal of Student from Activity form after selected for a random drug test but before submitting to the test or after testing positive shall be ineligible to participate in any extracurricular activities for one calendar year from the date the Withdrawal of Student from Activity form is received by the Drug Testing Coordinator.

6. Drugs. Students participating in extracurricular activities are prohibited from using, possessing, distributing, manufacturing, or having drugs present in their system. "Drugs" means:

- a.** Any substance considered illegal by the Uniform Controlled Substances Act, Neb. Rev. Stat. § 28-401 *et seq.*
- b.** Any substance which is controlled by the Food and Drug Administration unless prescribed to the student by any licensed medical practitioner authorized to prescribe controlled substances or other prescription drugs;
- c.** Alcohol for any student under the age of 21. Alcohol shall have the meaning as provided in NEB. REV. STAT. § 48-1902(1).

7. Testing Procedures

a. Student Selection. All students who participate in extracurricular activities and submit a consent form will be included in a master list and will be subject to random drug screening. The master list shall be submitted to the company employed by the district to conduct the testing.

b. Reasonable Suspicion Testing. In addition to random drug testing, a student is subject to drug testing at any time when the Drug Testing Coordinator determines there is individualized reasonable suspicion based upon articulable facts to believe that the student has used a drug. The Drug Testing Coordinator will notify the student and take the necessary steps to schedule a test as soon as practicable.

Reasonable suspicion testing may be used during school sponsored summer activities and camps.

c. Parental Request. Students who do not participate in extracurricular activities may be added to the random drug screening master list upon parental request. Parent(s)/guardian's may also request that their student be subject to non-random drug screening. The school will arrange for the test as soon as practicable. The parent(s)/guardian(s) making a request under this subparagraph must submit a signed consent form and indicate which type of test is being requested. Any cost associated with tests administered as a result of parental request must be paid by the parent(s)/guardian(s) in advance of the test.

d. Type of Test. The school district reserves the right to utilize breath, saliva, hair or urinalysis testing procedures. Urine and oral fluid samples which screen positive will be confirmed by GC/MS. Positive saliva or breath alcohol tests will be confirmed by EBT (Evidential Breath Tester).

e. Collection Site. The Drug Testing Coordinator will designate the collection site at which student will provide specimens. The collection site may be off the premises of the school district.

f. Collection Procedures. The school board will select a Drug Program Administrator (DPA). The DPA shall randomly select the students subject to drug testing from the master list. The DPA will maintain and follow generally accepted industry standards for collecting, maintaining, shipping, and accessing all specimens. The DPA will seek to obtain the sample in a manner designed to insure accurate testing protocols while minimizing intrusion into a student's privacy. The DPA and the school district will provide a copy of the collection procedures upon request.

g. Drugs. Students may be randomly tested for any drugs, including but not limited to alcohol, amphetamines, marijuana or cannabinoids, cocaine, methadone, methaqualone, propoxyphene, hallucinogens, opiates, phencyclidine, synthetic opiates and PCP, steroids, barbiturates, benzodiazepines, and any prescription drug that was obtained without proper authorization.

h. Results. The DPA shall notify the student and the Drug Testing Coordinator of any positive test after the initial screening. The school representative shall notify the student's parents. The DPA will use a secure method to transmit all positive test results to the

DPA's Medical Review Officer (MRO). The MRO will be certified by an MRO accreditation body. The MRO will be responsible for reviewing test results and determining whether the use of a substance identified by the sample analysis is from illicit use or a legitimate medical use. Prior to making a final decision, the MRO or his or her assistant shall contact the student and his or parent(s)/guardian(s) to discuss the result either face-to-face or over the telephone. If the MRO determines the test results are negative, no further action shall be taken against the student. The MRO will report results of verified positives to the DPA. The DPA shall then notify the Drug Testing Coordinator of the positive test result. The Drug Testing Coordinator shall notify the student and his or her parent(s)/guardian(s) and any staff members responsible for implementing the consequences of this policy.

- i. **Request for a Retest.** A split specimen will be collected for all testing methods, with the exception of alcohol testing. A positive alcohol test will be confirmed with an EBT device. In the event of a positive test a split specimen will be tested at a second nationally certified laboratory from a list provided by the MRO. The school district will cover the cost associated with testing the split specimen. The student will remain eligible pending the results of the split specimen test. If the test is confirmed positive the student will begin any consequences associated with testing positive on the day the school district receives notice of the confirmed positive test.

8. Negative Tests. Students and their parents will receive verbal or written notice when the student's test result is negative.

9. Consequences for Testing Positive. Whenever the test results indicate the presence of drugs, Drug Testing Coordinator shall schedule and hold a confidential meeting with the student, parent/guardian, and sponsor/coach. Other members of the school's administration may also attend the meeting. At the meeting, the Drug Testing Coordinator shall explain the drug testing procedures and the policy of the district. The consequences shall be as follows (**All offenses are cumulative in grades 7-8. Offenses that occur in grades 7-8 shall not count as offenses in grades 9-12. All offenses are cumulative in grades 9-12**):

- a. **First Offense**

i. The student will be allowed to attend practice.

ii. The student will be ineligible to publicly perform in any extracurricular activity for 10 calendar days and a minimum of 1 competition. The day of the positive test result shall be the first day for counting purposes. If the activity ends prior to the 10 calendar days the consequence will carry over to the next activity.

iii. The student shall attend drug and alcohol counseling or educational program at the student's expense or as arranged or approved by the District Testing Coordinator.

iv. The student will have a follow up test to be conducted in conjunction with the next random test. This test will be conducted at the parent's expense. If the student were to test positive it will be considered a second offense. If the student tests negative they will return to the random pool.

b. Second Offense

i. The student shall be allowed to attend practice.

ii. The student will be ineligible to publicly perform in any extracurricular activity for 20 calendar days and a minimum of 2 competitions. The day of the positive test result shall be the first day for counting purposes. If the end of the activity precedes the end of the 20 days, the consequence will carry over to the next activity.

iii. The student shall obtain a drug and alcohol assessment at student's expense from a certified substance abuse counselor or licensed mental health provider who holds a valid license that includes in its scope of practice the ability to administer substance abuse evaluations and/or treatment. The student shall provide written proof of obtaining the assessment to the

District Testing Coordinator. The student is strongly encouraged to comply with the assessment recommendations.

- iv. The student will have a follow up test to be conducted in conjunction with the next random test. This test will be conducted at the parent's expense. If the student were to test positive it will be considered a third offense. If the student tests negative they will return to the random pool.

c. Third Offense

- i. The student will be ineligible to practice or publicly perform in any extracurricular activity for one calendar year from the date of the third positive test or end upon graduation. The day of the positive test result shall be the first day for counting purposes.
- ii. The student must submit to a district administered test and test negative before returning to activities.

d. Fourth Offense

- i. The student will be ineligible to participate in any extracurricular activity for the remainder of the student's time at the school district.

10. Refusal to Test. A student who refuses to submit to a drug test authorized under this policy, or fails or refuses to comply with any other provision of this policy, shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances and competitions for one calendar year.

11. Tampering. Tampering is the use of any agent or technique which is designed to avoid detection of a drug and/or compromise the integrity of a drug test and is prohibited. This includes providing false urine samples (for example, urine substitution), contaminating the urine sample with chemicals or chemical products, the use of diuretics to dilute urine samples, and the use

of masking. If the Drug Testing Coordinator determines that a student tampered with a drug test, the student shall not be eligible to participate in any activities covered under this policy including all meetings, practices, performances and competitions for one calendar year.

12. Maintenance of Records. All results of drug testing shall be confidential. Procedures for maintaining confidentiality will be developed by the school district and the testing organization. The Drug Testing Coordinator shall maintain records of positive tests in a secure location. This information will not be available to anyone other than appropriate school personnel and parents. This information will be destroyed upon the student's graduation or one year after the student's class graduates. Under no circumstances will this information become a part of the student's permanent file, nor will it be sent to another school when the student moves to another district or transfers to another school. The school district will not share drug testing results with any law enforcement agencies.

13. Appeal. The school district will rely solely upon the opinion of the MRO to determine whether the positive test result was the result of the consumption of a drug. There shall be no appeal of the test result to any school administrator or the board of education.

14. Severability. If any portion of this policy is deemed to be contrary to the law of the state of Nebraska or the United States by judicial decision or an act of Congress, then only such portion or provision directly deemed to be unconstitutional shall be stricken, and the remainder of the policy shall remain in full force.

*Ken Schroeder, Superintendent
Angie Drahota, Guidance Counselor
Dominic Reicks, Activities Director*



*Brad Kjar, Secondary Principal
Paul Anderson, Elementary Principal*

Box 8400
41750 Carthage Rd
Ravenna, NE 68869

308-452-3249, high school
308-452-3202, elementary school
308-452-3172, fax

ravennablucjays.org

**CONSENT TO PERFORM RANDOM DRUG TESTING
2018-2019**

Student Name(print) _____ Grade _____

As a student and parent:

1. We understand and agree that participation in extracurricular activities is a privilege that may be withdrawn for violations of the Extracurricular Drug Testing Policy.
2. We have read the Extracurricular Drug Testing Policy and understand the responsibilities and consequences as an activity participant if the student violates the policy.
3. We understand that when students participate in any extracurricular activity, they will be subjected to random drug testing, and if they refuse, will not be allowed to practice or participate in any extracurricular activity. We have read this consent statement and agree to its terms.
4. We understand this is binding while a student is enrolled in Ravenna Public School District.

CONSENT TO PERFORM DRUG TESTING

We hereby consent to allow the student named on this form to undergo drug testing for the presence of drugs and alcohol in accordance with the Extracurricular Drug Testing Program adopted by the Board of Education. We understand that any samples will be sent only to a qualified laboratory for actual testing. We hereby give our consent to the medical vendor selected by the school board, their Medical Review Office (MRO), laboratory, doctors, employees, or agents, together with any clinic, hospital, or laboratory designated by the selected medical vendor to perform testing for the detection of drugs and to release the results of those tests as provided in the policy. We understand these results will be forwarded to school district officials and will also be made available to us. We agree to sign any necessary releases if requested to do so.

We understand that consent pursuant to this Consent to Perform Random Drug Testing will be effective for all extracurricular activities in which this student might participate during the current school year.

We hereby release the Ravenna Public Schools Board of Education and its employees from any legal responsibility or liability for the release of such information and records, pursuant to the policy.

Student Signature: _____ Date _____

Parent/Guardian Signature: _____ Date _____

*Ken Schroeder, Superintendent
Angie Drahota, Guidance Counselor
Dominic Reicks, Activities Director*



*Brad Kjar, Secondary Principal
Paul Anderson, Elementary Principal*

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ravennablucjays.org

WITHDRAWAL OF STUDENT FROM ACTIVITY
2018-2019 SCHOOL YEAR

I understand that by signing this form I am rescinding my permission for random drug screening and no longer wish to participate in any extracurricular activity. I further understand that I am forfeiting my privilege to participate in athletics and/or extracurricular activities for the remainder of this school year.

I hereby rescind my consent to the administration of the drug screening and forfeit all participation in extracurricular activities for the remainder of the school year at Ravenna Public Schools.

Student's Printed Name: _____

Signature: _____

Date: _____

Parent/Guardian's Printed
Name: _____

Signature: _____

Date: _____

Cash Receipt Listing - Detail

Total → \$96,666
2017-18

Receipt Number:	Received From:	Comment:	Detail Amount	Cash Account Number	Receivable Account Number	Receipt Date:	Receipt Key:	Amount:
01 2110	Buffalo Co Fines-lic		5,264.17	01 101		09/15/2017	1691	5,264.17
01 1110	District Taxes		943,859.10	01 101		09/15/2017	1692	943,859.10
01 1125	Motor Vehicle Taxes		13,995.31	01 101		09/15/2017	1693	13,995.31
01 1115	Carline		6,202.04	01 101		09/15/2017	1695	6,202.04
01 2110	Buffalo Co Fines-lic		1,989.44	01 101		10/15/2017	1852	1,989.44
01 1110	District Taxes		347,609.52	01 101		10/15/2017	1853	347,609.52
01 1125	Motor Vehicle Taxes		15,476.88	01 101		10/15/2017	1854	15,476.88
01 1110	District Taxes	Bond	1.52	01 101		10/15/2017	1855	1.52
01 3180	Pro-rata Motor Veh.		1,349.76	01 101		10/15/2017	1856	1,349.76
01 2110	Buffalo Co Fines-lic		2,739.65	01 101		11/15/2017	1961	2,739.65
	District Taxes					11/15/2017	1962	45,471.43

Cash Receipt Listing - Detail

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	45,471.43	01 101			
Receipt Number:	Received From:		Receipt Date: 11/15/2017	Receipt Key: 1963	Amount:	13,572.91
Description: Motor Vehicle Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1125	Motor Vehicle Taxes	13,572.91	01 101			
Receipt Number:	Received From:		Receipt Date: 11/15/2017	Receipt Key: 1964	Amount:	11.35
Description: District Taxes	Comment: Bond					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	11.35	01 101			
Receipt Number:	Received From:		Receipt Date: 11/15/2017	Receipt Key: 1965	Amount:	260.00
Description: Local License Fees	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1911	Local License Fees	260.00	01 101			
Receipt Number:	Received From:		Receipt Date: 12/15/2017	Receipt Key: 2000	Amount:	2,484.38
Description: Buffalo Co Fines-lic	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 2110	Buffalo Co Fines-lic	2,484.38	01 101			
Receipt Number:	Received From:		Receipt Date: 12/15/2017	Receipt Key: 2001	Amount:	23,114.29
Description: District Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	23,114.29	01 101			
Receipt Number:	Received From:		Receipt Date: 12/15/2017	Receipt Key: 2002	Amount:	9,420.08
Description: Motor Vehicle Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1125	Motor Vehicle Taxes	9,420.08	01 101			
Receipt Number:	Received From:		Receipt Date: 12/15/2017	Receipt Key: 2003	Amount:	0.67
Description: District Taxes	Comment: Bond					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	0.67	01 101			
Receipt Number:	Received From:		Receipt Date: 12/15/2017	Receipt Key: 2004	Amount:	350.00
Description: Local License Fees	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1911	Local License Fees	350.00	01 101			
Receipt Number:	Received From:		Receipt Date: 01/15/2018	Receipt Key: 2200	Amount:	2,207.35
Description: Buffalo Co Fines-lic	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 2110	Buffalo Co Fines-lic	2,207.35	01 101			
Receipt Number:	Received From:		Receipt Date: 01/15/2018	Receipt Key: 2201	Amount:	443,960.19
Description: District Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	443,960.19	01 101			
Receipt Number:	Received From:		Receipt Date: 01/15/2018	Receipt Key: 2202	Amount:	14,525.38

Cash Receipt Listing - Detail

01 1110	District Taxes	33,706.31	01 101			
Receipt Number:	Received From:			Receipt Date: 03/15/2018	Receipt Key: 2440	Amount: 11,353.61
Description: Motor Vehicle Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1125	Motor Vehicle Taxes	11,353.61	01 101			
Receipt Number:	Received From:			Receipt Date: 03/15/2018	Receipt Key: 2442	Amount: 9,650.97
Description: Homestead Exemption	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3130	Homestead Exemption	9,650.97	01 101			
Receipt Number:	Received From:			Receipt Date: 03/15/2018	Receipt Key: 2443	Amount: 141,977.40
Description: PROPERTY TAX CREDIT	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3132	PROPERTY TAX CREDIT	141,977.40	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2533	Amount: 2,013.70
Description: Buffalo Co Fines-lic	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 2110	Buffalo Co Fines-lic	2,013.70	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2534	Amount: 93,343.23
Description: District Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	93,343.23	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2535	Amount: 13,908.20
Description: Motor Vehicle Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1125	Motor Vehicle Taxes	13,908.20	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2536	Amount: 34.81
Description: District Taxes	Comment: Bond					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	34.81	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2537	Amount: 9,650.97
Description: Homestead Exemption	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3130	Homestead Exemption	9,650.97	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2538	Amount: 6,573.88
Description: PROPERTY TAX CREDIT	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3132	PROPERTY TAX CREDIT	6,573.88	01 101			
Receipt Number:	Received From:			Receipt Date: 04/15/2018	Receipt Key: 2539	Amount: 99.00
Description: Municipal Fines	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1911	Local License Fees	99.00	01 101			
Receipt Number:	Received From:			Receipt Date: 05/15/2018	Receipt Key: 2598	Amount: 39.32
Description: District Taxes	Comment: Bond					

Cash Receipt Listing - Detail

<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	39.32	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2599	Amount:	4,505.44
Description: Pro-rata Motor Veh.	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3180	Pro-rata Motor Veh.	4,505.44	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2600	Amount:	136,676.21
Description: PROPERTY TAX CREDIT	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3132	PROPERTY TAX CREDIT	136,676.21	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2601	Amount:	2,465.70
Description: Buffalo Co Fines-lic	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 2110	Buffalo Co Fines-lic	2,465.70	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2602	Amount:	180,180.89
Description: Public Power Tax	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1120	Public Power Tax	180,180.89	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2603	Amount:	10,672.08
Description: Motor Vehicle Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1125	Motor Vehicle Taxes	10,672.08	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2604	Amount:	9,650.97
Description: Homestead Exemption	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 3130	Homestead Exemption	9,650.97	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2605	Amount:	490.00
Description: Local License Fees	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1911	Local License Fees	490.00	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2606	Amount:	9,311.74
Description: Carline	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1115	Carline	9,311.74	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2607	Amount:	1,291,834.74
Description: District Taxes	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1110	District Taxes	1,291,834.74	01 101			
Receipt Number:	Received From:		Receipt Date: 05/15/2018	Receipt Key: 2608	Amount:	411.36
Description: In Lieu Of Tax	Comment:					
<u>Chart of Account Number</u>	<u>Detail Description</u>	<u>Detail Amount</u>	<u>Cash Account Number</u>	<u>Receivable Account Number</u>		
01 1130	In Lieu Of Tax	411.36	01 101			

Cash Receipt Listing - Detail

Summary Totals

Account Type

Subtotal Revenue 4,129,858.29
Subtotal Expense
Subtotal General Ledger
Total: 4,129,858.29

Cash Accounts

01 101

Total:

4,129,858.29

4,129,858.29

Receivable Accounts



SPORT SAFE Testing Service, Inc

20 Grace Dr. ♦ Powell, OH 43065 ♦ (614) 847-0847 ♦ Fax (614) 847-0874

June 13, 2018

Brad Kjar
Ravenna Public Schools
PO Box 8400
Ravenna, NE 68869

We appreciate having the opportunity to offer our services to the Ravenna Public Schools. **SPORT SAFE Testing Service** is a unique company that specializes in the development and administration of student drug testing programs. Currently **SPORT SAFE Testing Service** does student drug testing for over 100 schools across the country.

SPORT SAFE Testing Service has a proven record for high quality services and can provide the **your district** with full administration of your drug testing program from policy development, student selection, specimen collections, laboratory testing, results interpretation and full MRO services.

Random Selection Process and Statistical Reporting: We use highly specialized computer software to manage our drug testing programs. Once entered into the system, we would assign students to pools based on their school location and affiliation. The software will randomly select the requested number of students for drug testing. Our computer programs also provide detailed, yet confidential, statistical reports as required by your policy.

Collection and Testing of Urine Specimens: **SPORT SAFE Testing Service** uses only trained, toxicology specialists to perform all collections on-site. Specimens collected and shipped to the laboratory are typically completed inside of 5 minutes per student. Because we are a third party administrator, we do not own a laboratory or a product, giving us the flexibility to always contract for the gold standard in screening and confirmation technology.

Cut-Off Levels for Drug Detection: Many drug testing laboratories use the standard DOT cut-off for THC (Marijuana) screening of 50 ng/ml. However **SPORT SAFE** uses a lower screening cut-off of 20 ng/ml for THC resulting in far more sensitive testing and earlier detection of occasional drug users. Early detection of the occasional user is important in helping identify students at risk for drug abuse allowing for early intervention. *Please note*: Instant device tests are set by the manufacture and are typically at the higher 50ng/mL cutoff.

Quantitative Reporting for Levels Below Cut-Off: If a drug screen has detectable levels of illicit or banned drugs that are below the cut-off, the test is usually reported negative. However, if our clients choose, **SPORT SAFE** will report to the parent below cut-off levels for abused drugs like marijuana. These tests cannot be ruled positive since they are below the cut-off, but the presence of such substances could mean that student has been using and enough time has elapsed for them to be below cut-off, or they are hanging with other users. This information is

Helping Shape Tomorrow's Leaders!

passed onto the Parent who can then use the information to have a confidential discussion with the child and hopefully encourage their child to avoid future problems by not doing drugs or not hanging with those who do.

Expanded Opiates Panel: Studies have shown that students in the local area are starting to use Opiate drugs like, Vicodin, Hydrocodone and Tylenol with codeine, which are strong pain killers. Students will often use these drugs while drinking alcohol. **SPORT SAFE** has set up an **Extended Opiate Panel** at no additional charge to the school to aid in the detection of these drugs.

Medical Review Officer (MRO) Services: The MRO for **SPORT SAFE**, will review all positive results. A phone call will be made to the parent by the MRO office to answer any questions or concerns. Our MRO has many years experience in this field which allows an effective discussion with parents and make determinations based on various prescriptions or medical conditions. MRO Positives are then called to the school official as policy requires.

Costs: Knowing the importance of keeping your program up and running with as few problems as possible, and keeping it cost effective, **SPORT SAFE Testing Service** offers our experience and the following services for the indicated cost:

For collections on-site of 15 or more students, screened and confirmed at a SAMHSA lab-

Substance Abuse Panel - 13A \$30.00 each
(includes: **Alcohol**, Amphetamines, Barbiturates,
Benzodiazepines (Valium), Cocaine, Marijuana, MDMA, Methadone,
Opiates (Codeine), Oxycodone, Phencyclidine, and Propoxyphene (Darvon))

Add-ons:

Confirmation Testing - Included
ETG Alcohol at \$10.00 each
Nicotine at \$5.00 each
Commonly Abused Anabolic steroids - \$50.00
Complete NCAA Anabolic Steroid Panel - (Call for Pricing)
Synthetic THC "Spice/K2" - \$40.00 each
Reconfirmation of Positive - \$200.00
Additional Collection fee* - \$30 - \$50 depends Avg # of Collections, on collection site or distance of Travel (fees will be finalized with signed contract.)

ALL Tests are screened for Adulterants and confirmed by GC/MS.

We have become nationally known for our assistance with high school drug testing policy development and I know **SPORT SAFE Testing Service** can do a very professional job of administering your drug testing program



Christopher M. Franz
Director of Accounts

Helping Shape Tomorrow's Leaders!

SPORT SAFE Testing Service, Inc.

Background and Technical Approach

Background and Past Performance

SPORT SAFE Testing Service, Inc. was founded in 1996 as a result of a local child at a high school in Powell, OH being murdered over a \$50 drug deal. Dr. Joseph Franz started the business shortly after this tragedy and made it his mission to help keep kids off of drugs. Since 1996 Dr. Franz has not only worked with schools but he has also worked with businesses in regards to their drug testing programs, including DOT and Non-DOT, pre employment, and random testing. Dr. Franz grew the business and brought on his 2 sons Matt and Chris to help run the business on a day to day basis and continue the growth.

SPORT SAFE currently works with over 100 School districts throughout the country and tests over 25,000 students a year. We have over 20 years experience working strictly with student drug testing programs for school districts nationwide.

Our goals are to help, to educate, and to ultimately fight the war on drugs that effects the country day in and day out.

Requirements

SPORT SAFE Testing Service, Inc. will provide all Management, supervision, personnel, quality control, equipment, and supplies to ensure that drug tests are conducted properly.

Drug Testing

SPORT SAFE Testing Service, Inc. ensures that drug testing at a minimum will be accomplished in accordance with the instructions contained in "Mandatory Guidelines for Federal Workplace Drug Testing Programs" SPORT SAFE Testing Service, Inc. will comply with all updates to these guidelines.

On Site Collections

SPORT SAFE Testing Service, Inc. will ensure that all trained collectors will have all necessary materials and equipment to provide for the collection, security, temporary storage, and shipping or transportation of specimens to a certified drug testing laboratory.

SPORT SAFE Testing Service, Inc. will ensure that Security, chain of custody, access, privacy procedures, collection control and transportation procedures will comply with the requirements outlined in the district's policy or at a minimum comply with the requirements in the "Mandatory Guidelines for Federal Workplace Drug Testing Programs"

SPORT SAFE Testing Service, Inc. will take precautions to ensure that specimens will not be adulterated or diluted during the collection process, and that the information on the specimen bottle and in the record book can identify the individual from whom the specimen was collected. SPORT SAFE Testing Service, Inc. certifies that at a minimum we will comply with the requirements in the "Mandatory Guidelines for Federal Workplace Drug Testing Programs"

Laboratory

SPORT SAFE Testing Service, Inc. only uses SAMHSA certified laboratories for conducting all drug tests. These include Medtox, Quest Diagnostic, and CRL.

SPORT SAFE Testing Service, Inc. will ensure that each laboratory's analysis will at a minimum comply with the requirements in the "Mandatory Guidelines for Federal Workplace Drug Testing Programs."

SPORT SAFE Testing Service, Inc. will ensure that each laboratory will have a quality assurance program which encompasses all aspects of the testing process, including, but not limited to, specimen acquisition, chain of custody, security, and reporting of the results, initial and confirmatory testing, and validation of analytical procedures. This program will comply with the requirements in the "Mandatory Guidelines for Federal Workplace Drug Testing Programs."

SPORT SAFE Testing Service, Inc will certify that each laboratory complies with the Privacy Act, 5 USC 522a.

Confirmation and Validity Testing

Samples with presumptive positive results on the initial screen are processed for additional, confirmatory testing by Gas chromatography with Mass Spectrometry (GCMS) or Similar Confirmation testing at specified cutoff concentrations. The confirmation procedure employs differential chemical extraction principles to identify specific drugs or drug metabolites. After sample extraction, the gas chromatograph separates and initially identifies compounds by retention time characteristics. The Mass Spectrometer ascertains the chemical identity of the drug present by elucidation of its chemical structure (Mass spectrum).

GC/MS or Similar confirmation procedures utilized at these laboratories are fully validated to determine assay dynamic range, precision and specificity. Selected ion Monitoring mass spectrometry (SIM) is the most commonly used tool to identify these targeted analytes. The GC/MS or Similar confirmation methodology differentiates compounds on a structural level; accuracy of the technology is accepted as the 'gold standard'. The instrument prints out a summary sheet of the data acquired by the GC/MS analyzer. This includes specimen quantitative results, quality control and intermolecular ion ratio acceptance criteria.

Random Selection

SPORT SAFE Testing Service, Inc. will provide a process for determining which donors from the group will be tested on a particular date. The selection will be blind and random. SPORT SAFE uses Red Arrow to expedite this process. To accomplish this result, SPORT SAFE, will maintain a confidential list of all participants provided and updated by the participating district.

COLLECTION PROCESS

Selected Students are escorted from class to the collection site. A specimen is collected following this process:

- a. No purses, bags or containers may be taken into the collection area with the student. All extra coats, vests, jackets, sweaters, etc., are to be removed before entering the collection area.
- b. Student is instructed not to have anything in their mouth for 10 Min. prior to sample collection.
- c. The drug testing custody and control form is completed by the Student and collector.
- d. The student is told to remove the collection device from the packaging and place one on each side of their cheek.
- e. The student is instructed not to chew or suck on the device.
- f. The collector checks the device for proper collection. When it changes color the sample is enough.
- g. With the student places the oral swab into the two bottles and recap the specimen bottles tightly.
- h. The collector takes the bottle seals and places them over the caps and sides of the bottles and ensures they are properly signed and initialed.
- i. The sealed bottles are placed inside the transport bag
- j. The top lab copies of the drug testing custody and control form are folded with the top portion visible to the outside and placed in the Requisition Pouch. The transport bag and pouch are sealed as indicated. The student completes the COC and is given the donor copy of the form.
- k. The Student may return back to class.
- l. The collector distributes the remaining copies of the form as required, being responsible for getting the appropriate copy of the form to the MRO in a timely manner.
- m. The Designated Official will be notified immediately of any student who refuses to give a sample or is suspected of adulteration.



Medical Review Officer (MRO)

SPORT SAFE Testing Service, Inc. provides the MRO Services. Dr. John Green's certification as Medical Review Officers is included in this packet as certification and complies with the requirements in the "Mandatory Guidelines for Federal Workplace Drug Testing Programs."

SPORT SAFE Testing Service, Inc. will assure that an individual who tests positive is provided the opportunity to provide documentation addressing the positive test result.

Reporting of Results

Negative results typically report out from the lab within 24 hours. Positive test results can take up to 72 hours to report since they have to go through the GC/MS or similar confirmation process at the lab and MRO review.

SPORT SAFE Testing Service, Inc will send a summary of findings, to include all verified positive tests results to the designated school official.

Medical Review Officer Certification Council

836 Arlington Heights Road #327 Elk Grove Village, Illinois 60007 • 847-631-0509 • FAX 847-483-1282 Email: mrocc@mrocc.org



July 13, 2015

John W. Green, M.D.
Sport Safe Testing Service, Inc.
20 Grace Drive
Powell, OH 43065

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American College of
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Occupational and
Environmental Medicine

American Medical Association

American Society of
Addiction Medicine

College of American Pathologists

STAFF

Kristine Pasciak
Executive Director

Sharon E. Gustafson
Program Manager

Certification Number: 15-11216

Valid from July 13, 2015 to July 13, 2020

Dr. Green:

I am very pleased to confirm that you have successfully passed the MROCC certification examination. Your CME training plus the passing of this examination qualifies you for certification by the Medical Review Officer Certification Council as a Certified MRO.

An official verification of certification is available by logging into the MROCC website at <https://www.mrocc.org/login.cfm> and clicking on the Print Verification button. If you wish to purchase a professionally-printed MROCC certificate, an order form can be found on the website at <https://www.mrocc.org/PEmailNotice.htm>

Your listing is now available on the MROCC website. You may view your listing and make changes to it at the MROCC website at <https://www.mrocc.org/login.cfm>. It is important to keep your contact information updated by logging into your record on our website so that you receive any necessary updates and reminders during your certification cycle.

Again, my warmest congratulations!

Sincerely,

A handwritten signature in cursive script that reads "Elizabeth E. Gresch MD".

Elizabeth E. Gresch, M.D.
Chairman, MROCC Board of Directors

MROCC

Promoting and Preserving The Highest Quality of Standards Among MROs

www.mrocc.org



Green Valley High School

Kent Roberts, Principal

John Scott, Asst. Principal

Trica Deley, Asst. Principal

Bernadette Hawkins, Asst. Principal

June 27, 2017

To Whom It May Concern:

It is my pleasure along with rest of the Green Valley High School administration to recommend SPORT SAFE Testing Service Inc. as the perfect vendor for your drug testing needs. We have worked with SPORT SAFE under the guidance of Matt, Chris and Dr. Joseph Franz since 2008. We have had nothing but a pleasant and professional relationship with SPORT SAFE.

With any drug testing program there will be some trying times as you have students who test positive and you have to deliver that information to the parent and the student. Each and every time SPORT SAFE staff informed the parent and explained the drug testing process to the parents. Some parents accept the test results and agree to move forward with the school set consequences. Some parents and students refuse to accept the results and this turns out to be a huge conflict between parent/student and the school. SPORT SAFE was always there to share test results and rerun tests as needed. SPORT SAFE would talk to parents and explain how the results were obtained and that the results are scientifically solid and that there is no other explanation why the student tested positive. This eased the burden on our school and gave us a solid result to uphold and apply the appropriate consequences.

We have found that since the beginning of our drug testing program we have seen a decrease in positive drug tests by 3.7%. Students enrolled in our random drug testing program have stated that the drug testing program has given them an avenue to say "no" to their friends' peer pressure to use drugs/alcohol as they participate in sports, fine arts, clubs, student council, or extra-curricular activities.

This is why we at Green Valley High School in Las Vegas, Nevada can highly recommend SPORT SAFE and their staff to attend to your entire drug testing needs.

I am confident SPORT SAFE would be a wonderful addition to a comprehensive school to promote a safe and educational learning environment.

If you have any further questions, please feel free to call.

Sincerely,

John Scott

John Scott
Assistant Principal
Green Valley High School
(702) 799-0950, Ext. 4203



OLENTANGY HIGH SCHOOL

676 Lewis Center Road

Lewis Center, OH 43035

To Whom It May Concern:

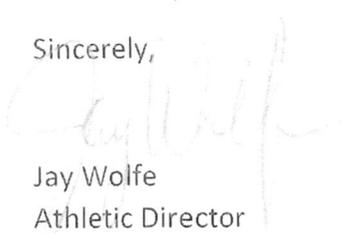
It is a pleasure to write a letter of recommendation on behalf of Sport Safe Testing Service, Inc. I have been working closely with Matt and Chris Franz since the fall of 1997. At that time, our school district had decided to set off on the task of creating a drug testing policy for athletes.

Sport Safe has been able to meet our needs in a variety of ways for two decades now. They have traveled to our school whenever necessary. They have met our scheduling needs and have been very considerate of the importance of educational time. They have been able to provide us with specific data when requested. Sport Safe is also on the cutting edge of research and technology. They had been trying to provide testing for ecstasy at a reasonable cost for their constituents. The labs were contacted and Sport Safe has been able to provide a test for ecstasy when requested for only \$3.00 more. They have also added a new alcohol test that is able to go deeper into the student's history than ever before, and provide this test at a reasonable cost.

Matt and Chris have been great to work with. They are very prompt in their dealings with the school or parents.

Olentangy Local School District has been more than pleased by contracting with Sport Safe Testing Service, Inc. If you would have any questions with the information presented in this letter, please contact me at (740) 657-4110.

Sincerely,



Jay Wolfe
Athletic Director
Olentangy High School

**Ravenna Public Schools
Random Drug Testing Program
Bid Specifications**

Ravenna Public Schools is accepting sealed bids for an independent contractor to provide random drug testing services for its extra curricular activity participants during the 2018-19 school year. Prospective bidders should review the bidding criteria below and the attached copy of the random drug testing policy. Prospective bidders are also encouraged to contact, Mr. Brad Kjar, at 308-452-3249 ext. 1195 or <brad.kjar@ravennabluejays.org> with any questions regarding the testing protocols or procedures. Bidders are asked to provide a complete, itemized bid for the services based on the attached policy and the criteria outlined below. Sealed bids are due to Mr. Brad Kjar by June 28th at 2:00 PM and should be mailed to: Ravenna Public Schools; Attention: Mr. Brad Kjar, Secondary Principal; PO Box 8400; Ravenna, NE 68869. Sealed bids will be opened at 2:00 PM on June 29th or as close to that appointed time as reasonably possible. All bidders will receive a bid tabulation and the winning bidder will be notified following the July 9th Ravenna Public Schools Board Meeting.

- Bid is to include nine, ten panel urine tests and nine alcohol tests (three tests for students in grades 7 & 8, and six tests for students in grades 9-12) per random testing event.
- Random testing events will occur a minimum of three times per year. Thus, the total minimum number of tests will be 27 (9 test administered 3 times per year).
- The bid should also include any cost associated with managing the random pools and the random selection of students.
- If an initial test sample tests positive, the sample shall be sent to an independent lab for confirmation. Testing of these samples needs to be facilitated by the company, and included in bid, with the understanding that the actual cost of this service will be billed to the school as the service is requested by the school and completed by the bidder. Bidders may include the cost for this service in their bid document as an “option” and not included this service in the based bid for services.
- “Reasonable Suspicion Testing” services should be included in the bid, with the understanding that the actual cost of this service will be billed to the school as the service is requested by the school and completed by the bidder. Bidders may include the cost for this service in their bid document as an “option” and not included this service in the based bid for services.
- Testing shall begin on or around August 15, 2018.

- Bidders are allowed to visit the testing site (school) to ensure facilities for the testing program are adequate for the bidder. Site visits can be made in advance of bid submittal by mutual agreement with Mr. Brad Kjar.

Ravenna Public Schools

Capital Outlay Schedule-Updated **5/11/18**

Special Building Fund Balance (5/1/18):	\$343,156
Total Allowable Budgeted Expenditures (2017-18):	\$431,277
2017-18 Tax Request for Special Building Fund	\$150,000

Project	10 Year	5 Year	4 Year	3 Year (2019-20)
Elementary Roof Repair (Replace Fastners)				
Elementary Roof/Gym Replacement (Repaired by Chief 2017)				
Roof on Bus Barn Repair (40+ yrs.)-Spray or Replace	\$12,500- \$45000			
Roof Replacement (Above Music Room-5700 sq. ft)-2017				
Roof Replacement (Above Kitchen, Bohling's Room, Pre-School, Chair Storage)-4600 sq. ft)-1995				
Roof Replacement (Theater-4200 sq. ft)-2004		\$27,804		
Roof Replacement (Office Area/Government Rooms-4200 sq. ft)-2012	\$27,804			
Roof Replacement (Shop, Science, Concession-6200 sq. ft)-2012	\$41,044			
Roof Replacement (High School Gym-9200 sq. ft)-2014	\$60,904			
Roof Replacement (High School Surrounding Theater-30,200 sq. ft)-2014	\$199,924			
Bleachers in Main Gym-2017				
Metal Siding on Football Storage Shed				
Special Systems (Fire Alarm, Bell, & PA)				
Fire Alarm, Bell & Intercom Engineer/Architect Fees				
Pnuematic Controls Replacement-2017				
Elementary HVAC Replacement-Phase 1 (inc. engineer fees)-2017				
Elementary HVAC Replacement-Phase 2 (inc. engineer fees)				
Elementary HVAC Replacement-Phase 3 (inc. engineer fees)				
Re-lighting Project in Elementary	\$1200 per room (16 Fixtures			
Re-lighting Project in High School	at \$75)			
Track Resurfacing	WOBP			
Football Field Concession Stand Remodel				
Football Field Light Pole Replacement	WOBP			
Concrete/Asphalt Replacement		\$5,000	\$5,000	\$5,000

Elementary Gym Water Heater (23-25 yrs. Old)

Water Heaters in Elementary for RR & Classroom (20+ yrs. Old)

Hanging Heaters in Bus Barn (40+ yrs. Old)

AC Units High School (60 ton condensor & coil replacement)

\$99,976

AC Units High School (20 ton condensor & coil replacement)

\$68,757

AC Unit High School (East 20 ton condensor & coil replacement)

\$43,582

2 High School Water Heaters (10 yrs. Old)

\$20,000

Elementary Playground Equipment

Floor Tile Replacement-4 Elementary Rooms-2017

High Jump Pit Replacement (2-3 years)

High School Locker Room Lockers (80-24 x 36 Lockers)

\$20,000

Football Scoreboard

Yearly Totals:

\$329,676

\$52,804

\$5,000

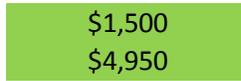
\$217,315

<i>COLOR CODE</i>
Completed Projects
Approved previous year but not yet completed
Considering for Summer of 2018
WOBP=Waiting on Budget Price



2 Year (2018-19)	1 Year (2017-18)	This Year (2016-17)
		\$7,500
		\$7,437
\$30,452		\$31,220
		\$109,866
	\$2,500	
	\$134,906	
	\$16,300	
		\$8,270
		\$63,800
\$75,305	\$61,170	
	\$5,000	
\$5,000	\$5,000	\$3,366

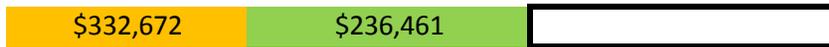
\$10,000



\$12,000



\$132,757



Estimated Ending Balance:

6/26/2018	2018-2019 EXTRA DUTY SCHEDULE				Base Salary
	Each unit equals 1% of base salary		years		\$34,250
		units	exp	units and	\$ with experience
Activities Director	Dom Reicks	14	4	19.6	\$ 6,713.00
Head Football	Dan Bolling	12	4	16.8	\$ 5,754.00
Asst Football	Noah Maulsby	7	4	9.8	\$ 3,356.50
Asst Football	Brett Mauler	7	0	7	\$ 2,397.50
Asst Football	James Habe	7	3	9.1	\$ 3,116.75
Jr Hi Football	Tony Schirmer	5	4	7	\$ 2,397.50
Jr Hi Football	Wayne Bock	5	4	7	\$ 2,397.50
Volunteer	Ryen Miller	0		0	\$ -
Head Cross Country	Tiffany Jacobsen	7	3	9.1	\$ 3,116.75
Asst Cross Country	Tanner Ellis	4	1	4.4	\$ 1,507.00
Head Volleyball	Abigail Sorensen	12	3	15.6	\$ 5,343.00
Asst Volleyball	Lisa Anderson	7	4	9.8	\$ 3,356.50
Asst Volleyball	Holly Myers	7	0	7	\$ 2,397.50
Jr Hi Volleyball	Erin Jarvi	5	4	7	\$ 2,397.50
Jr Hi Volleyball	Korina Wick	5	4	7	\$ 2,397.50
Head Boys Basketball	James Habe	12	3	15.6	\$ 5,343.00
Asst Boys Basketball	Wayne Bock	7	4	9.8	\$ 3,356.50
Jr Hi Boys Basketball	Adam Mingus	5	3	6.5	\$ 2,226.25
Jr Hi Boys Basketball	Scott Stecklein	5	0	5	\$ 1,712.50
Head Girls Basketball	Noah Maulsby	12	4	16.8	\$ 5,754.00
Asst Girls Basketball	Erin Jarvi	7	0	7	\$ 2,397.50
Jr Hi Girls Basketball	Abby Sorensen	5	0	5	\$ 1,712.50
Jr Hi Girls Basketball	Adam Mingus	5	3	6.5	\$ 2,226.25
Volunteer	Dale Zoerb	0		0	\$ -
Head Wrestling	Brett Mauler	12	1	13.2	\$ 4,521.00
Asst Wrestling	Dana Fisher	7	4	9.8	\$ 3,356.50
Jr Hi Wrestling	Dom Reicks	5	4	7	\$ 2,397.50
Head Track	Tony Schirmer	9	4	12.6	\$ 4,315.50
Asst Track	Korina Wick	5	4	7	\$ 2,397.50
Asst Track	Wayne Bock	5	4	7	\$ 2,397.50
Asst Track	Adam Mingus	5	3	6.5	\$ 2,226.25
Volunteer	Jason Abels	0		0	\$ -
Volunteer	Victoria Tonniges	0		0	\$ -
Boys Golf	Dan Bolling	7	3	9.1	\$ 3,116.75
Volunteer	Brian Duncan	0		0	\$ -
Girls Golf	Alison Yendra	7	3	9.1	\$ 3,116.75
Spring Play	Katie Lewandowski	6	0	6	\$ 2,055.00
1/2 One Act Play	Donna Lewandowski	2.5	4	3.5	\$ 1,198.75
1/2 One Act Play	Kelley Jarzynka	2.5	4	3.5	\$ 1,198.75
Speech	Heidi Kjar	3	1	3.3	\$ 1,130.25
Yearbook Sponsor	Paige Havranek	6	4	8.4	\$ 2,877.00
Junior Class Sponsor (constant)	Libby Clark	3	2	3.6	\$ 1,233.00
Junior Class Sponsor (rotate)	Tiffany Jacobsen	3	0	3	\$ 1,027.50
Cheer Sponsor	Sherry Nelson	6	2	7.2	\$ 2,466.00

SkillsUSA	Dom Reicks	4	4	5.6	\$ 1,918.00
FBLA Sponsor	Tanner Ellis	6	1	6.6	\$ 2,260.50
Concession Stand	Lisa Anderson	4	4	5.6	\$ 1,918.00
Band (Flag)	Barbara Ellis	5	1	5.5	\$ 1,883.75
Flag	Tracy Woodson	1	0	1	\$ 342.50
Vocal Music	Barbara Ellis	3	1	3.3	\$ 1,130.25
All of the above positions will be increased by 10% of the original base for a maximum of four years if teacher remains in the same position.					
Science Olympiad	Scott Stecklein	1		1	\$ 342.50
Science Olympiad	Kaleb Christensen	1		1	\$ 342.50
Pep Band	Barbara Ellis	3		3	\$ 1,027.50
Student Council	Alison Yendra	2		2	\$ 685.00
National Honor Society	Julie Maulsby	1		1	\$ 342.50
Senior Class Sponsor	Brad Kjar	2		2	\$ 685.00
Sophomore Class Sponsor	Paige Havranek	2		2	\$ 685.00
Freshman Class Sponsor	Adam Mingus	2		2	\$ 685.00
8th Grade Sponsor	Heidi Kjar	1		1	\$ 342.50
7th Grade Sponsor	Scott Stecklein	1		1	\$ 342.50
STAR Sponsor	Angie Drahota	3		3	\$ 1,027.50
1/2 Summer Conditioning (Wt Room)	Noah Maulsby	3.5		3.5	\$ 1,198.75
1/2 Summer Conditioning (Wt Room)	Dan Bolling	3.5		3.5	\$ 1,198.75
Youth Advisory Board Sponsor	Angie Drahota	1		1	\$ 342.50
Special Olympics	Sonya Rasmussen	1		1	\$ 342.50
All of the above positions are static and not subject to the 10% increase.					
TOTALS				383.8	\$ 131,451.50
Extended Contract	Heath Ahrens	20 days			\$ 6,627.84
Extended Contract	Angie Drahota	10 days			\$ 3,443.51
Dist Learning Art 4 class periods	Libby Clark	\$1,000/period/semester			\$ 8,000.00
Dist Learning Ag 2 class periods	Heath Ahrens	\$1,000/period/semester			\$ 4,000.00
FFA SPONSOR	Heath Ahrens				\$ 1,500.00
High Ability (HAL) 1/2	Katie Lewandowski				\$ 750.00
High Ability (HAL) 1/2	Melody Nozicka				\$ 750.00
High Ability (HAL)	Kaleb Christensen				\$ 1,500.00
AcaDeca	Kelley Jarzynka				\$ 1,300.00
Dance Team	Sherry Nelson				\$ 1,500.00
Quiz Bowl Sponsor	Kaleb Christensen				\$ 250.00
Competitive Robotics Sponsor	Kelley Jarzynka				\$ 1,500.00
					\$ 31,121.35
Checklist for Volunteers & paid (community/non certified) extra duty people					
			work agreement	background check	special services certific
Ryen Miller (volunteer)				x	
Lisa Anderson (paid)				grandfathered	teach cert exp 8/31/2022
Dale Zoerb (volunteer)				x	expires 8/31/2022
Dana Fisher (paid)				x	expires 8/31/2023
Jason Abels (volunteer)				x	
Donna Lewandowski (paid)				grandfathered	teach cert exp 8/31/2021
Brian Duncan (volunteer)				x	expires 8/31/2022
Victoria Tonniges (volunteer)					

