

Regular Meeting  
Monday, April 11, 2022 5:30 PM  
Columbus Public Schools Administration  
Building  
2508 27th St.  
Columbus, NE 68601

- I. Board Meeting
  - I.A. Call to Order
  - I.B. Roll Call of Board
  - I.C. Pledge of Allegiance
  - I.D. Notice of Open Meeting Posted
    - I.D.1. President insures all can hear proceedings
  - I.E. Mission Statement
  - I.F. Opportunity for Public to be Heard
  - I.G. Board Special Functions
    - I.G.1. Hiring of Director of Curriculum and Instruction
    - I.G.2. Band Trip Approvals
    - I.G.3. Academic Hall of Fame Financial Support
  - I.H. Items to be removed from the Consent Agenda
  - I.I. Consent Agenda
    - I.I.1. Approval of Minutes
    - I.I.2. Financial Reports M2, M3, M4a
    - I.I.3. Financial Report M5
    - I.I.4. Certified Personnel

I.I.5. Classified Personnel

I.I.6. Professional Travel

I.J. Acceptance of Gifts/Donations

I.K. Business Operations and Human Relations

I.K.1. Policies

I.K.1.1. Final Reading of Policy 1006.50 Facility Rental Policy, Includes Exhibits and Regulation

I.K.1.2. First Reading of Policy 402.20 Employee Travel Compensation-Travel Outside the School District

I.K.1.3. First Reading of Policy 406.08 Certificated Employee Transfers

I.K.1.4. First Reading of Policy 408.02 Certificated Employee Contract Release

I.K.1.5. First Reading of Policy 706.05 Reimbursable Expenses for Employees, Board Members, and Volunteers

I.K.1.6. First Reading of Policy 206.04 Board Member Compensation and Expenses

I.K.2. Administrative Functions

I.K.2.1. Declaration of Surplus

I.K.2.2. Approval of Addition of a LMHP/Social Worker

I.K.3. Updates

I.L. Buildings & Sites/Technology

I.L.1. Policies

I.L.2. Administrative Functions

I.L.3. Updates

I.M. Curriculum and Instruction

I.M.1. Policies

I.M.2. Administrative Functions

I.M.2.1. Resource Approval-High School Novels

I.M.2.2. Resource Approval-Middle School Science Subscription Renewal

I.M.2.3. Course Approval - Health Sciences

I.M.2.4. Course Approval-Animal Behavior

I.M.3. Updates

I.N. Student Services

I.N.1. Policies

I.N.2. Administrative Functions

I.N.3. Updates

I.O. Superintendent's Report

I.P. Board Sharing

II. Executive Session

III. Adjourn

FIELD TRIP OR EXCURSION APPROVAL FORM  
Activities That Result In Loss Of Student Days  
Out of State Activities

Date: 4/8/2022

Proposed Excursion date: 12/27/23-1/2/24

Requesting Individual: Jeff Peabody

Student group for which request is made: CHS Marching and Cadet Bands

Purpose of trip:  
The Purpose of this trip is to participate in the 2024 Outback bowl in  
Tampa, Florida

Educational Benefit:  
The CHS Band has participated in a trip such as this on a rotating basis  
for many years. This trip would include participation in the halftime show,  
a local parade, and educational tours of the region.

Nature of Request (Check One)  1 time only  Annual

Is The Event Sanctioned? (NSAA Activity)  Yes  No

Cost of trip: The cost would be ~\$2000 per traveler

Cost to district: No additional funds are requested.

How will funds be raised: The Marching band annually does a discount card fundraiser as  
well as running a Fireworks tent in the summer.

Timelines of event: Registrations completed in May of 2022, payments made thereafter.

Number of student school days forfeited: none

Other pertinent information: Sample itinerary is attached



# Performing Arts

discover the difference

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## COLUMBUS HIGH SCHOOL BAND OUTBACK BOWL 5DAYS DECEMBER 29, 2023 – JANUARY 1, 2024

**29474.1**

### **DAY 1 Friday 12/29**

Depart from Omaha Airport, morning  
Arrive Tampa early afternoon, Meet EDT Trip Leaders  
Hotel Check – In  
Beach time!  
Dinner  
Directors – welcome reception at the stadium, tour

### **DAY 2 Saturday 12/30**

Breakfast  
Optional: Festival competition for Concert Band and/or Jazz Band  
Tampa City tour – EDT Trip Leaders  
Free time: Florida Aquarium, Museum Science and Industry  
**Outback Bowl Field Show Festival**  
Dinner

### **DAY 3 Sunday 12/31**

Breakfast  
Outback Bowl Halftime Rehearsal – band and color guard  
Busch Gardens - enjoy theme park  
Outback Bowl Parade through the streets of Ybor City  
Festival Awards Celebration and Boxed Dinner at Busch Gardens  
Fireworks celebration for New Year Eve

### **DAY 4 Monday 1/1/24**

Breakfast  
Final rehearsal for Half Time show  
Attend the football game (kick-off 12noon usually)  
Halftime Show  
Boxed Lunch  
Dinner

### **DAY 5 Tuesday 1/2**

Breakfast and hotel check-out  
Wild Florida Airboat rides  
Depart for home from Orlando Airport

# Performing Arts

discover the difference

[www.educationdiscovery.com](http://www.educationdiscovery.com)

Columbus Outback

Pg 2

**EDT Trip Includes:**

Round trip air transportation, Omaha – Tampa/Orlando – Omaha

Motorcoach while touring, driver gratuity and accommodations

3 Dinners, tax and gratuity

All admissions:

One admission, either Aquarium or Museum Science & Industry

Tampa Bay City Tour

Wild Florida Airboat experience

**Worldstrides Trip Includes:**

4 Nights hotel accommodations, quad/triple students, double adults

4 Breakfasts, 1 Lunch, 1 Dinner

Busch Gardens

Outback Bowl Game tickets

Director's Preview Trip

Festival competitions and clinics

Performance Half-time show

FIELD TRIP OR EXCURSION APPROVAL FORM  
Activities That Result In Loss Of Student Days  
Out of State Activities

Date: 4/8/2022

Proposed Excursion date: 10/1 and 10/8 2022

Requesting Individual: Jeff Peabody

Student group for which request is made: CHS Marching Band

Purpose of trip:

The purpose of these trips is to participate in the Sioux Falls, SD Festival of Bands, and the Yankton, SD March to the Meridian Marching Festival

Educational Benefit:

The Festival of Bands in Sioux Falls is one of the top competitions in the Region and will provide the opportunity to both compete at a high level, and to see and learn from other marching bands we would otherwise not have the opportunity to observe. We are the defending Champions at the March to the Meridian competition in Yankton.

Nature of Request (Check One)  1 time only  Annual

Is The Event Sanctioned? (NSAA Activity)  Yes  No

Cost of trip: Costs for these two trips would be similar to any NE festival.

Cost to district: No additional funds are requested.

How will funds be raised: The Marching band annually does a discount card fundraiser as well as running a Fireworks tent in the summer.

Timelines of event: Both Trips would be 1 day only events.

Number of student school days forfeited: none

Other pertinent information: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approval Signatures:

Principal: W. Z. H. [Signature] Date: 4/8/22

Superintendent: \_\_\_\_\_ Date: \_\_\_\_\_

School Board President: \_\_\_\_\_

Date of Formal Board Approval: \_\_\_\_\_

*Attach the following information along with this request.*

1. *A Detailed Budget Including Expenses and Revenue.*
2. *Travel Information.*
3. *Parental Permission Form.*
4. *NSAA Waiver for Competitions In Excess of 600-miles Round Trip.*

Regular Meeting  
Monday, March 21, 2022, 5:30 PM Central

Columbus Public Schools Administration Building  
2508 27th Street  
Columbus, NE 68601

Candace Becher: Present  
Mark Brown: Present  
Michael Jeffryes: Present  
Doug Molczyk: Present  
Theresa Seipel: Present  
Douglas Willoughby: Present  
Present: 6.

## I. Board Meeting

I.A. Call to Order

I.B. Roll Call of Board

I.C. Pledge of Allegiance

I.D. Notice of Open Meeting Posted

I.D.1. President insures all can hear proceedings

I.E. Mission Statement

Mark Brown read the Mission Statement.

I.F. Opportunity for Public to be Heard

I.G. Presentations

I.G.1. Columbus High School Presentation

Mr. Hiebner, CHS Principal, started his presentation by saying it is an honor to be part of Columbus High School. He shared information on his new staff and commented on a couple of alumni that have come back to teach for CPS this year. Mr. Hiebner talked about the new programs at CHS including the Wayne State STEP Program. This program allows students to earn 9 credit hours in teacher education. This offers dual credit opportunities for CHS students. Steve Woodside is the instructor currently. Mr. Hiebner said Wayne State has gone above and beyond by offering high level scholarships because of the ties CPS has with them through this program and the great relationships. This will also hopefully bring more graduates back to Columbus. He also spoke about the Health Care Pathway, along with the new instructor Wendy Kalhoff. Kelsey Newman is also a teacher in this program. CCC is a big partner along with Columbus Community Hospital. The CNA Certification can be taken by CHS students through the Health Care Pathway and pay \$52.00, a course that normally would cost just over \$500.00.

Mr. Hiebner gave an overview of the High Reliability Schools engagement at CHS. He said they continue to improve as a building through working with ESU7 to begin implementation of the HRS framework. This includes meetings and a staff survey to indicate areas that received high ratings and areas for improvement to create an action plan. Level 2-Effective Teaching in Every Classroom is guided by the Marzano Protocol; learning goals and proficiency scales. He said he is seeing an increase in the use of the model. The goal is to solidify level 1 before moving ahead with level 2. Level 3, guaranteed and viable content, continues to be worked on by making sure the same content is being taught by whoever

is teaching a specific course or specific content at a certain grade level. Also, using common assessments, learning goals, proficiency scales and curriculum that aligns to Nebraska State Standards through building and district PLCs. Mr. Hiebner shared kudos to support staff at CHS, he said he is really proud of the lunch staff, this group works very hard to provide for students each day. Also spoke about the "Be Like Cal Night", he said Cal Mustard sets a high standard for himself and is a great role model for all. Mr. Hiebner touched on many of the Columbus High School activities and said it is really great to see the participation of students and sponsors. He said at CHS, students are first, and the programming needs to match students interest and needs. He said they are working hard to be responsive to needs of staff and the community of Columbus. As always, he ended with "Discover Something Greater Than Yourself".

#### I.H. Board Special Functions

##### I.H.1. Second and Final Reading of Policy 204.10 Agenda

Motion to approve policy. Passed with a motion by Michael Jeffryes and a second by Candace Becher.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Dr. Loeffelholz, Superintendent, said this policy changed because of legislation. It specifies when, where and how long we need to post meeting agendas.

##### I.H.2. Second and Final Reading of Policy 204.11 Meeting Minutes

The Superintendent recommends that the Board approve the Second and Final Reading of Policy 204.11 Meeting Minutes. Passed with a motion by Douglas Willoughby and a second by Mark Brown.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

This policy was changed through some legislation and it specified how long meeting minutes need to be stored. We are now able to have an electronic record as opposed to the binding of all the records in the past.

##### I.H.3. Second and Final Reading of Policy 204.13 Virtual Conferencing During an Emergency

The Superintendent recommends that the Board approve the Second and Final Reading of Policy 204.13 Virtual Conferencing During an Emergency. Passed with a motion by Michael Jeffryes and a second by Theresa Seipel.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

This policy allows us to have virtual meetings and the requirements to do so.

##### I.H.4. School Calendar for 2022-23

The Superintendent recommends that the Board approve the 2022-2023 school calendar, as submitted. Passed with a motion by Theresa Seipel and a second by Candace Becher.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Dr. Loeffelholz shared the school calendar and gave some specific details on start and end dates and professional development days. He said there are 83 contact days in the first semester and 84 days in the second semester. He said the staff voted and this was the one with the most votes. There was a lot of work done to accomplish the request from staff.

#### I.H.5. New CPS Foundation Board Members

Motion to approve the Foundation Board members. Passed with a motion by Theresa Seipel and a second by Mark Brown.

Michael Jeffryes: Nay, Candace Becher: Yea, Mark Brown: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 5, Nay: 1

Michael Jeffryes: Nay

Nicole Anderson, Director of the CPS Foundation, spoke on the new CPS Foundation Board members. She said there is a need to grow. Three years ago, they did not replace some openings. They are now sharing four that have been voted into the openings and additions. There was some discussion on a couple that do not live in the district. Mrs. Anderson said they are following the by-laws, there is nothing that states living in the district is required to be on the board.

She also said some candidates have the ability to bring money from other areas. Candy Becher, board member, said many boards have board members who do not live in a specified area. The concern is that the foundation needs people to help with local activities, if they don't live near it doesn't help with those activities. Ms. Becher also mentioned that though she lives in the district she cannot read scholarships because she often knows the applicant. Mrs. Anderson said one of the candidates brings legal knowledge and one has incredible connections. Dr. Loeffelholz said Ralph Castner is very engaged and well known with people in the community and will be a good addition.

#### I.H.6. Discoverer Athletic Hall of Fame Nominees

Motion to approve the candidates for Athletic Hall of Fame. Passed with a motion by Doug Molczyk and a second by Candace Becher.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Mrs. Anderson said there has been two more nominees added, one coach, a state runner-up and one coach for meritorious. She also said the by-laws need to be reviewed. Questions regarding how the coaches and athletes are chosen. Mark Brown, board member, said he has concerns that the by-laws are being followed. Dr. Loeffelholz said most coaches have been recognized, all candidates must be five years out from getting inducted.

#### I.I. Items to be removed from the Consent Agenda

There were no items removed from the Consent Agenda.

#### I.J. Consent Agenda

Motion to approve the Consent Agenda. Passed with a motion by Mark Brown and a second by Candace Becher.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

#### I.J.1. Approval of Minutes

#### I.J.2. Financial Reports M2, M3, M4a

Chip Kay, Director of Finance and Human Resources, gave a brief look at the financial reports. He said the general fund balances are good. He explained that to cover next year's budget, the district will need to carry about 5% of this year's budget over. Mr. Kay said we will know more once we see the valuations. He also said the next few months there will be some larger payments coming out of the bond and building funds.

Mr. Kay said the M3 Financial Report is overall where it should be at this time. He said the M4 Financial Report reflects a very normal month. One new vendor showing a payment is Classlink. This is a new program that gives students a single sign on tool. The fee is for 3 years, this is about \$7.00 per student, this price is an extra 10% off for signing up for 3 years. This program will also provide the dual authentication we need for insurance purposes.

#### I.J.3. Financial Report M5

Mr. Kay noted that some vendors listed are payments for purchasing Kramer supplies/services. This is a pay back from the property purchase.

#### I.J.4. Certified Personnel

Mr. Kay said we are steadily filling positions. Hiring is going much quicker this year. Principals are more aggressive and getting people hired.

#### I.J.5. Classified Personnel

Mr. Kay feels like we are getting more commitment from classified staff with the effort from HR to retain staff.

#### I.J.6. Professional Travel

Dr. Loeffelholz said there has been a lot of travel to job fairs, and it seems to be paying dividends. He mentioned that Sara Colford is reaching out to younger students to bring them to Columbus as second- and third-year students to encourage them to student teach with CPS. He also noted some state basketball travel and his trips to the legislature.

#### I.K. Acceptance of Gifts/Donations

The Superintendent recommends that the Board accept the attached gifts/donations Passed with a motion by Theresa Seipel and a second by Mark Brown.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel:

Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Mrs. Anderson shared an overview of the Foundation Report, noting the National Conference for School Foundations, CHS volleyball tournaments that funds will be moved into their accounts. They used the foundation for online registrations. She said PACS and PTOs are just catching up with fundraising finishing for this school year. Total this month is \$63,850.00; Year to date is \$154,934.25.

#### I.L. Business Operations and Human Relations

##### I.L.1. Policies

#### I.L.1.1. Second and Final Reading of Policy 702.02 Budget Planning, Preparation and Schedules

The Superintendent recommends that the Board approve the Second and Final Reading of Policy 702.02 Budget Planning, Preparation and Schedules. Passed with a motion by Douglas Willoughby and a second by Mark Brown.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Nothing new from the first reading, these changes are required by law.

#### I.L.1.2. Second and Final Reading of Policy 702.03 Budget Adoption Process

The Superintendent recommends that the Board approve the Second and Final Reading of Policy 702.03 Budget Adoption Process. Passed with a motion by Mark Brown and a second by Candace Becher.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Mr. Kay said this is the policy that requires by law that CPS mail a postcard to all stakeholders if tax asking is increased.

### I.L.2. Administrative Functions

#### I.L.2.1. Tuition Rates-Regular Education

Motion to approve tuition rates. Passed with a motion by Doug Molczyk and a second by Theresa Seipel.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Mr Kay gave a brief description of the calculation used to come up with the regular education tuition rates. Dr. Loeffelholz added that CPS has the eleventh lowest spending per student in the state.

#### I.L.2.2. Surplus Requests

The Superintendent recommends that the Board declare items listed as surplus property. Passed with a motion by Mark Brown and a second by Doug Molczyk.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Mr. Kay indicated all surplus listed are broken items, including the athletic shorts that have little to no elastic.

#### I.L.2.3. Classified Insurance Schedule Proposal

The Superintendent recommends that the Board approve the Classified Insurance Schedule Proposal, as submitted. Passed with a motion by Douglas Willoughby and a second by Mark Brown.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Mr. Kay said he feels like more transparency is needed with how classified insurance is calculated.

### I.L.3. Updates

Mr. Kay shared the CMS Musical Fundraiser Application; the Moana Jr. group will be selling fiber optic wands and necklaces during performances.

## I.M. Buildings & Sites/Technology

### I.M.1. Policies

### I.M.2. Administrative Functions

### I.M.3. Updates

Leonard Kwapnioski, Director of Building/Sites and Technology updated the work being done on the Kramer Education Center Project. He said about two-thirds of the roof is complete, the weather will shut that down for a few days. He is hoping they will have the decking on in the next couple of weeks. They are working in the area they call the great hall. He said Tucker Masonry set up today to start doing the brick work. The next bid packages will be coming out soon. Mr. Kwapnioski is looking forward to the group touring the building next month to see the progress.

## I.N. Curriculum and Instruction

### I.N.1. Policies

### I.N.2. Administrative Functions

### I.N.3. Updates

Amy Romshek, Director of Curriculum and Instruction said this time of the year is spent with teachers developing curriculum and proficiency scales. Teresa Hausmann and Kristi Hackett are working on ELA standards and Julie Kreikemeier is working on the CPM math program. Dr. Romshek said the big push is on for elementary staff to develop data points, this information will be loaded into Synergy along with the learning goals to prepare for proficiency reporting. She said next month there will be new materials to approve. Dr. Romshek said she is just trying to get things finished before she finishes at CPS.

## I.O. Student Services

### I.O.1. Policies

### I.O.2. Administrative Functions

#### I.O.2.1. Tuition Rates-Special Education

The Superintendent recommends that the Board approve the SPED Tuition Rates, with the number of contract days to be reduced to 167 as submitted. Passed with a motion by Douglas Willoughby and a second by Mark Brown.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 6, Nay: 0

Jason Harris, Director of Student Services and Special Education briefly explained the special education tuition rates. The student contact days changed by one day. At this time, CPS has three contracted students in the district. A couple of high needs students from other districts that do not have the services to provide for these students. Due to numbers at CPS, there is no space to take others. The Board President asked that the contract days be amended to 167.

### I.O.3. Updates

Mr. Harris updated the board on an audit he had talked about at an earlier meeting. The amended financials have been completed. The audit had shown some coding that needed to be changed and resubmitted. All ESSA Programs will be monitored by NDE this year, this is our year on the five-year schedule. Mr. Harris talked about a new program, Safe2Help NE, it is an anonymous reporting system, this is coming to us through Boys Town with the LB322 funding. The social/emotional team will decide how to implement this new program. Mr. Harris said this week is Kindergarten Registration.

#### I.P. Superintendent's Report

Dr. Loeffelholz said our accreditation is coming up next year in the 5-year cycle. Next week he will be conducting interviews for the Director of Curriculum and Instruction position.

During the building listening sessions, there was a lot of talk regarding student behaviors, Mr. Harris and Mrs. Colford have 3 separate MTSS committees working on plans or procedures for behaviors. He said there is also a review of what the responsibility is for teachers and administrators when handling student behaviors.

Dr. Loeffelholz said there will be a press release coming out in April regarding the next steps for the CPS expansion.

Spring sports have started.

#### I.Q. Board Sharing

#### II. Executive Session

Motion to go into Executive Session Passed with a motion by Mark Brown and a second by Candace Becher.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

Motion to come out of executive session and adjourn. Passed with a motion by Mark Brown and a second by Douglas Willoughby.

Candace Becher: Yea, Mark Brown: Yea, Michael Jeffryes: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea

Yea: 6, Nay: 0

#### III. Adjourn

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Monday, March 21, 2022.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

Work Session  
Tuesday, March 8, 2022, 6:00 PM Central

Columbus Public Schools Administration Building  
2508 27th Street  
Columbus, NE 68601

Candace Becher: Present  
Mark Brown: Present  
Michael Jeffryes: Absent  
Doug Molczyk: Present  
Theresa Seipel: Present  
Douglas Willoughby: Present  
Present: 5, Absent: 1.

#### I. Work Session

Motion to excuse Mike Jeffryes from the board meeting. Passed with a motion by Mark Brown and a second by Douglas Willoughby.

Michael Jeffryes: Absent, Candace Becher: Yea, Mark Brown: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 5, Nay: 0, Absent: 1

#### I.A. Call to Order

#### I.B. Roll Call of Board

#### I.C. Pledge of Allegiance

#### I.D. Notice of Open Meeting Posted

I.D.1. President insures all can hear proceedings

#### I.E. Board Special Functions

I.E.1. Community Listening Session - Notice/Wonder Planning  
Please see attachments.

I.E.2. District Staff/Plan Comparability - Notice/Wonder Planning  
Please see attachments.

I.E.3. Superintendent Listening Session/Notice/Wonder Planning  
This item was tabled for a later discussion.

#### I.F. Adjourn

Motion to adjourn. Passed with a motion by Mark Brown and a second by Theresa Seipel.

Michael Jeffryes: Absent, Candace Becher: Yea, Mark Brown: Yea, Doug Molczyk: Yea, Theresa Seipel: Yea, Douglas Willoughby: Yea  
Yea: 5, Nay: 0, Absent: 1

I, the undersigned, being the duly qualified Secretary for the School District No. 1 of Columbus, Nebraska, certify that the preceding is a true and correct copy of the minutes of the Regular School Board meeting of Tuesday, March 8 2022.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary



DESCRIPTION	BEGINNING BALANCE	MONTH TO DATE RECEIPTS	MONTH TO DATE EXPENDITURES	END OF MONTH BALANCE	YTD BALANCE PRIOR YEAR
Attachment M4a			\$ 346,230.72		
Attachment M5 (prior Bd Mtg)			\$ 4,026,616.14		
<b>GEN FUND - GREAT PLAINS STATE BANK</b>	\$ 6,073,314.54	\$ 3,662,564.76	\$ 4,372,846.86	\$ 5,363,032.44	\$ 3,826,889.73
Dividends		\$ 642.79	\$ -		
Management Fees			\$ 242.92		
Investment Gain			\$ 10,020.64		
<b>GENERAL FUND - FNB TRUST</b>	\$ 942,136.37	\$ 642.79	\$ 10,263.56	\$ 932,515.60	\$ 953,518.81
<b>PAYROLL - PINNACLE BANK</b>	\$ 267,403.99	\$ 3,395,354.34	\$ 3,367,200.44	\$ 295,557.89	\$ 301,377.05
<b>PAYFLEX - PINNACLE BANK</b>	\$ 46,145.15	\$ 11,277.27	\$ 6,683.44	\$ 50,738.98	\$ 50,623.49
Dividends		\$ 1,533.19			
Management Fees			\$ 590.62		
Investment Gain			\$ 25,974.01		
<b>DEPRECIATION - FNB</b>	\$ 2,290,637.83	\$ 1,533.19	\$ 26,564.63	\$ 2,265,606.39	\$ 1,673,043.64
Administration	\$ 867,339.63	\$ 50,002.33	\$ 20,979.91	\$ 896,362.05	\$ 791,695.70
Middle School	\$ 107,655.68	\$ 24,335.14	\$ 10,363.90	\$ 121,626.92	\$ 97,549.50
High School	\$ 487,505.36	\$ 98,978.34	\$ 55,558.44	\$ 530,925.26	\$ 427,207.28
<b>ACTIVITY FUNDS - COLUMBUS BANK</b>	\$ 1,462,500.67	\$ 173,315.81	\$ 86,902.25	\$ 1,548,914.23	\$ 1,316,452.48
Credit card fees received		\$ 384.00			
Interest Income		\$ 560.84			
State Reimbursement		\$ 259,356.26			
Rct to Expenditures		\$ 3,107.28			
Student/Staff Meals		\$ 11,624.37			
<b>NUTRITION FUND - CORNERSTONE BANK</b>	\$ 564,581.87	\$ 275,032.75	\$ 239,004.26	\$ 600,610.36	\$ 553,263.30
Platte County Treasurer		\$ 202,471.49			
Butler County Treasurer		\$ 462.74			
Dividends		\$ 146.63			
Management Fees			\$ 177.00		
Investment Gain			\$ 2,210.43		
<b>BOND FUND - FNB</b>	\$ 686,448.16	\$ 203,080.86	\$ 2,387.43	\$ 887,141.59	\$ 639,780.14
Dividends		\$ 169.92			
Management Fees			\$ 103.86		
Investment Loss			\$ 3,259.21		
<b>SPECIAL BLDG FUND - FNB TRUST</b>	\$ 402,795.44	\$ 169.92	\$ 3,363.07	\$ 399,602.29	\$ 406,976.15
BCDM Architects			\$ 14,740.57		
<b>SPECIAL BLDG FUND - BANK OF THE VALLEY</b>	\$ 1,199,351.37	\$ 64,393.48	\$ 14,740.57	\$ 1,249,004.28	\$ 5,587,877.71

Columbus Public Schools  
 General Fund Revenue  
 March 31, 2022

Account Number	Description	Budget	Month to Date	Year to Date	Balance	Percent
01.1.01100.000.000	Property Taxes	(\$22,715,280.00)	(\$541,758.65)	(\$10,439,028.00)	(\$12,276,252.00)	45.96%
01.1.01115.000.000	Carlisle Taxes	(\$19,500.00)	\$0.00	(\$6,102.57)	(\$13,397.43)	31.30%
01.1.01120.000.000	Public Power District Sales Ta	(\$840,000.00)	\$0.00	\$0.00	(\$840,000.00)	0.00%
01.1.01125.000.000	Motor Vehicle Taxes	(\$2,130,000.00)	(\$157,714.64)	(\$1,290,118.94)	(\$839,881.06)	60.57%
01.1.01323.000.000	Tuition, SpEd School Age	(\$35,000.00)	(\$3,725.00)	(\$26,775.00)	(\$8,225.00)	76.50%
01.1.01510.000.000	Interest	\$0.00	(\$2,577.35)	(\$21,233.41)	\$21,233.41	#DIV/0!
01.1.01540.000.000	Income from Real Property	(\$6,000.00)	(\$18,857.50)	(\$27,827.50)	\$21,827.50	463.79%
01.1.01801.000.000	CASP /Parent Fees	(\$29,000.00)	(\$7,293.00)	(\$52,290.00)	\$23,290.00	180.31%
01.1.01910.000.000	Rental Fees	\$0.00	\$0.00	(\$4,365.00)	\$4,365.00	#DIV/0!
01.1.01911.000.000	Local License Fees	(\$25,000.00)	\$0.00	(\$4,165.00)	(\$20,835.00)	16.66%
01.1.01990.000.000	Miscellaneous Local Receipts	\$0.00	\$0.00	(\$538.55)	\$538.55	#DIV/0!
01.1.02110.000.000	County Fines&License Fees	(\$155,000.00)	(\$21,680.02)	(\$122,245.60)	(\$32,754.40)	78.87%
01.1.03110.000.000	State Aid	(\$18,184,815.00)	(\$1,818,482.00)	(\$12,729,374.00)	(\$5,455,441.00)	70.00%
01.1.03120.000.000	SpEd Receipts from the State	(\$2,242,899.00)	(\$307,624.00)	(\$1,302,130.00)	(\$940,769.00)	58.06%
01.1.03125.000.000	SpEd Transportation Receipts f	(\$135,000.00)	\$0.00	\$0.00	(\$135,000.00)	0.00%
01.1.03130.000.000	Homestead Exemption	\$0.00	(\$240.57)	(\$4,470.28)	\$4,470.28	#DIV/0!
01.1.03131.000.000	Property Tax Credit	\$0.00	(\$606,895.43)	(\$606,895.43)	\$606,895.43	#DIV/0!
01.1.03155.000.000	Textbook Loan Receipts	(\$11,537.00)	(\$54,302.12)	(\$54,302.12)	\$42,765.12	470.68%
01.1.03180.000.000	Pro-Rate Motor Vehicle	(\$50,000.00)	\$0.00	(\$21,599.05)	(\$28,400.95)	43.20%
01.1.03400.000.000	State Apportionment	(\$583,000.00)	\$0.00	(\$562,771.31)	(\$20,228.69)	96.53%
01.1.03500.110.000	Elementary Attendance Monitor	\$0.00	\$0.00	(\$8,845.00)	\$8,845.00	#DIV/0!
01.1.03535.000.000	High Ability Learner Allocatio	(\$25,000.00)	\$0.00	(\$26,180.00)	\$1,180.00	104.72%
01.1.03540.000.000	State Early Childhood Grant	(\$145,000.00)	\$0.00	\$0.00	(\$145,000.00)	0.00%
01.1.03541.000.000	Early Childhood Endowment Gran	(\$367,412.00)	(\$45,366.00)	(\$45,366.00)	(\$322,046.00)	12.35%
01.1.03590.000.000	Opportunity Grant	\$0.00	\$0.00	(\$3,169.56)	\$3,169.56	#DIV/0!
01.1.03599.000.000	Education Quest College Access	\$0.00	(\$10,850.00)	(\$10,850.00)	\$10,850.00	#DIV/0!
01.1.03599.000.001	Education Quest College Access	(\$20,000.00)	\$10,000.00	\$0.00	(\$20,000.00)	0.00%
01.1.03995.000.000	Nebraska VR	\$0.00	\$0.00	(\$3,986.62)	\$3,986.62	#DIV/0!
01.1.04505.000.000	ESSA Title I Receipts	(\$573,373.00)	\$0.00	(\$223,022.00)	(\$350,351.00)	38.90%
01.1.04509.000.000	ESSA Title II Receipts	(\$131,980.00)	\$0.00	(\$86,602.00)	(\$45,378.00)	65.62%
01.1.04516.000.000	IDEA Preschool Enrollment/Pove	(\$23,422.00)	\$0.00	(\$4,757.00)	(\$18,665.00)	20.31%
01.1.04518.000.000	IDEA Enrollment/Poverty Grant	(\$855,765.00)	\$0.00	(\$887,431.00)	\$31,666.00	103.70%
01.1.04521.000.000	IDEA Proportionate Share	(\$114,093.00)	\$0.00	(\$42,579.00)	(\$71,514.00)	37.32%
01.1.04525.000.000	Carl Perkins Grants	(\$48,723.00)	\$0.00	\$0.00	(\$48,723.00)	0.00%
01.1.04526.000.000	Perkins Revision Grant	(\$100,000.00)	\$0.00	(\$98,915.00)	(\$1,085.00)	98.92%
01.1.04527.000.000	ESSA Title III LEP Grant	(\$78,318.00)	\$0.00	(\$46,368.00)	(\$31,950.00)	59.20%
01.1.04528.000.000	Title III Immigrant	\$0.00	\$0.00	(\$22,389.00)	\$22,389.00	#DIV/0!
01.1.04531.000.000	ESSA Title IV Part B 21st Cent	(\$149,631.00)	\$0.00	(\$149,163.00)	(\$468.00)	99.69%
01.1.04708.000.000	Medicaid in Public Schools	(\$25,000.00)	(\$14,343.72)	(\$67,469.62)	\$42,469.62	269.88%
01.1.04969.000.000	ESSA Title IV SSAE Grant	(\$36,173.00)	(\$44,444.00)	(\$44,444.00)	\$8,271.00	122.87%
01.1.04995.000.000	FEMA/Federal Disaster Funds	\$0.00	\$0.00	(\$107,353.36)	\$107,353.36	#DIV/0!
01.1.04996.000.000	Covid 19 Revenue	\$0.00	\$0.00	(\$28,978.00)	\$28,978.00	#DIV/0!
01.1.04997.000.000	Cares Act II	(\$1,838,000.00)	\$0.00	\$0.00	(\$1,838,000.00)	0.00%
01.1.04998.000.000	Cares Act III	(\$2,101,753.00)	\$0.00	\$0.00	(\$2,101,753.00)	0.00%
01.1.05690.000.000	Other Non-Revenue Receipts (Rt	\$0.00	\$0.00	(\$14,914.98)	\$14,914.98	#DIV/0!
		(\$53,795,674.00)	(\$3,646,154.00)	(\$29,199,014.90)	(\$24,596,659.10)	54.28%
	Transfers		(\$ 0.00)			
	Reimbursements/Refunds		(\$17,228.93)			
	Interest - Other accounts		818.17			
	<b>Total Revenue</b>		<b>(\$3,662,564.76)</b>			

<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
11497	CNC REPAIR LLC	\$12,100.00
11498	AMAZON CAPITAL SERVICES	\$70.99
11499	AMAZON CAPITAL SERVICES	\$293.82
11500	AMAZON CAPITAL SERVICES	\$47.97
11501	ACCENT FLORAL AND GALLERIA	\$50.00
11502	ASSOCIATED STAFFING, INC	\$4,598.51
11503	CUNA MUTUAL GROUP	\$619.00
11504	ESU #7	\$8,201.44
11505	FIRST NATIONAL BANK OMAHA	\$348.15
11506	FIRST NATIONAL BANK OMAHA	\$450.08
11507	FIRST NATIONAL BANK OMAHA	\$772.60
11508	FIRST NATIONAL BANK OMAHA	\$615.08
11509	FIRST NATIONAL BANK OMAHA	\$705.77
11511	FIRST NATIONAL BANK OMAHA	\$517.54
11512	FIRST NATIONAL BANK OMAHA	\$1,227.54
11513	JACKSON SERVICES INC.	\$165.92
11514	NSAA DISTRICT 2	\$630.00
11515	PLUNKETTS PEST CONTROL	\$610.00
11516	QUADIENT FINANCE USA, INC	\$1,000.00
11517	SERVICEMASTER BY SHEVLIN	\$35,266.00
11518	FIRST NATIONAL BANK OMAHA	\$1,164.00
11519	FIRST NATIONAL BANK OMAHA	\$964.86
11520	KAY, CHESTER	\$1,227.50
11521	COLUMBUS PUBLIC SCHOOLS ACTIVITY	\$59,000.00
11522	APPLE INC.	\$44,378.00
11523	ASSOCIATED STAFFING, INC	\$915.65
11524	CENTRAL NEBRASKA REHAB. SERV	\$46,660.22
11525	CLARK EQUIPMENT CO	\$25,721.00
11526	CULLIGAN	\$27.22
11527	EDGEWATER INSURANCE + REAL ESTATE	\$3,700.00
11528	ELSEVIER, INC	\$3,850.95
11529	ESU #7	\$265.00
11530	FIRST NATIONAL BANK OMAHA	\$175.00
11531	LINCOLN JOURNAL STAR	\$257.56
11532	LOUP POWER DISTRICT	\$47,340.35
11533	MURPHY-1099, DAWN	\$862.00
11534	PERRY, GUTHERY, HAASE, & GESSFORD, P.C.	\$885.00
11535	POSTMASTER	\$265.00
11536	U AND I SANITATION LLC	\$1,985.00
11537	LINCOLN JOURNAL STAR	\$1,953.00
11538	ACCELERATE LEARNING INC	\$581.10
11539	ANDERSON AUTO BODY	\$1,015.00
11540	BURNETT, ROBIN	\$28.08
11541	CENGAGE LEARNING	\$3,848.25
11542	COLUMBUS MUSIC	\$947.72

11543 COUGHLAN COMPANIES, LLC	\$612.96
11544 EAKES OFFICE SOLUTIONS	\$154.74
11545 FASTENAL	\$44.08
11546 FLORES, BEATRICE	\$175.07
11547 GIBBS SMITH EDUCATION	\$215.78
11548 HOLLIS, EMILY	\$200.06
11549 KOCH EXCAVATING CO.	\$375.75
11550 KULA'S EXHAUST & REPAIR LLC	\$1,149.87
11551 LUNCHTIME SOLUTIONS, INC	\$341.64
11552 MENARDS-COL	\$1,124.64
11553 MID-STATE ENGINEERING & TESTING, INC.	\$448.00
11554 PREFERRED PLUMBING & HTG. INC	\$3,215.23
11555 PRODUCTIVITY INC	\$116.70
11556 RUTT'S HEATING & AIR CONDITIONING, INC -	\$2,567.00
11557 SCHMITT MUSIC	\$590.00
11558 SECURITY EQUIPMENT	\$3,024.00
11559 SNYDER, JENNIFER	\$1,000.00
11560 STUDENT MEDICAL SHOP	\$3,511.00
11561 TEPLY, TAMMY	\$293.44
11562 THE MUSICIANS CHOICE, LLC	\$555.47
11563 TRUCK CENTER COMPANIES	\$2,783.85
11564 AMAZON CAPITAL SERVICES	\$6,159.17
11565 CAPITAL ONE/WALMART	\$168.90
11566 HOBBY LOBBY	\$20.10
11567 HY-VEE FOOD STORES	\$405.18
11568 SUPER SAVER	\$670.22
Total Fund Expenditures	<u><u>\$346,230.72</u></u>

<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
11569	ESU #7	\$58.24
11570	BIERMAN CONTRACTING	\$117,558.70
11571	CITY OF COLUMBUS WATER & SANITATION DEPA	\$4,638.56
11572	COMMONWEALTH ELECTRIC COMPANY	\$21,866.15
11573	MIDLANDS MECHANICAL INC	\$45,367.89
11574	MIDWEST DOOR & HARDWARE	\$47,200.00
11575	MUELLER & SCHOEPF DRYWALL INC	\$101,547.00
11576	PLATTE VALLEY PRECAST	\$10,260.00
11577	RUTT'S HEATING & AIR CONDITIONING, INC -	\$30,171.60
11578	STONEBROOK EXTERIOR	\$33,300.00
11579	SYMMETRY ENGERGY SOLUTIONS, LLC	\$31,559.40
11580	ASSOCIATED STAFFING, INC	\$5,474.50
11581	CITY OF COLUMBUS WATER & SANITATION DEPA	\$47.22
11582	CITY OF COLUMBUS-GARBAGE FEE	\$211.83
11583	COLUMBUS SCHOOL LUNCH FUND-CHS	\$1,042.83
11584	CULLIGAN	\$13.25
11585	ESU #7 SPECIAL EDUCATION	\$29,356.63
11586	ETR.	\$4,769.70
11587	FATHER FLANAGAN'S BOYS' HOME	\$30,080.00
11588	GAVER-1099, ALLY	\$97.28
11589	HOMETOWN LEASING	\$6,878.00
11590	IMAGE TECH & PRINTING	\$4,309.80
11591	JACKSON SERVICES INC.	\$165.92
11592	LANGUAGE LINE SERVICES INC	\$11.80
11593	LOEFFELHOLZ, TROY	\$195.37
11594	LOUP POWER DISTRICT	\$210.99
11595	MOSER, ELIJAH	\$181.13
11596	ONE SOURCE	\$206.00
11597	PRESTO-X-COMPANY	\$16.83
11598	PRINTCO GRAPHICS, INC	\$3,476.89
11599	QUADIENT FINANCE USA, INC	\$951.24
11600	QUALITY SOUND & COMMUNICATIONS INC	\$16.17
11601	SERVICEMASTER BY SHEVLIN	\$37,408.00
11602	SYMMETRY ENGERGY SOLUTIONS, LLC	\$493.40
11603	TCI	\$16,348.50
11604	TIEMEYER-1099, JAYDEN	\$35.25
11605	UPS STORE	\$85.11
11606	VERIZON WIRELESS	\$349.63
11607	VIVIAL	\$68.50
11608	ZYWIEC, GARY	\$52.19
11609	ASSOCIATED STAFFING, INC	\$5,581.98
11610	MIDWEST DOOR & HARDWARE	\$14,500.00
11611	OMAHA WORLD HERALD-CLASSIFIED	\$193.40
11612	ADVANCE AUTO PARTS	\$61.39

<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
11613	ADVANCED FIRE & SAFETY	\$1,331.35
11614	ADVANCED WATER COMPANY, INC.	\$5,562.81
11615	ALLEN, ETHAN	\$100.04
11616	BATES, LINDSEY	\$226.75
11617	BAUER, TRAVIS	\$226.75
11618	BETHUNE-1099, JENEE	\$560.00
11619	BLASER, AMY	\$213.41
11620	BOMBERGER, KYLA	\$73.59
11621	BOMGAARS	\$142.60
11622	BOS, JENNY	\$340.13
11623	COLUMBUS MUSIC	\$85.00
11624	DOLES, BRAD	\$186.74
11625	DONOGHUE, TRACY	\$340.13
11626	EAKES OFFICE SOLUTIONS	\$660.27
11627	ELECTRICAL ENGINEERING & EQUIP	\$37.85
11628	FIALA, ROBYN	\$30.88
11629	FREEMAN, TYLER	\$163.40
11630	GALLEY, SHANNON	\$198.40
11631	GRAFE, TARA	\$226.75
11632	HOESING, KRISTIN	\$113.37
11633	HOLLIS, EMILY	\$213.40
11634	INNESS, SARAH	\$198.40
11635	JARESKE, CHRISTINA	\$385.15
11636	JARESKE, KELSEY	\$198.41
11637	KOHL, CHELSEY	\$198.41
11638	KUGLER, TAMARA	\$63.64
11639	LAPOINTE, KENDRA	\$186.74
11640	MCGRAW-HILL EDUCATION HOLDINGS LLC	\$27,526.07
11641	MENARDS-COL	\$804.89
11642	MIKE'S TOWING & REPAIR	\$250.00
11643	MUCHMORE, KELLY	\$226.75
11644	MUELLER, PAM	\$141.72
11645	NEBRASKA CENTRAL EQUIPMENT	\$269.70
11646	NEWILL, TOBIE	\$88.45
11647	O'REILLY AUTO PARTS-COL	\$180.41
11648	RIVERSIDE PORTABLES, LLC	\$285.00
11649	RUTT'S HEATING & AIR CONDITIONING, INC -	\$763.62
11650	SCHIEFFER SIGNS	\$150.00
11651	STEMPEK, STACI	\$255.10
11652	TAYLOR, BROOKE	\$266.77
11653	TELLEZ, GAMALIEL	\$516.86
11654	THE HOME DEPOT PRO	\$1,358.66
11655	THYSSENKRUPP ELEVATOR CORPORATION	\$641.25
11656	TIRE OUTLET INC	\$15.00

<b>Check Number</b>	<b>Vendor</b>	<b>Amount</b>
11657	TOOFAST SUPPLY	\$469.98
11658	TRUCK CENTER COMPANIES	\$614.76
11659	TWOREK, DANIEL	\$226.75
11660	TWOREK, KRYSTAL	\$91.73
11661	VAN KLEY, KATEY	\$43.40
11662	VOICAHOSKE, KARI	\$59.67
11663	VOSS LIGHTING	\$625.28
11664	WEMHOFF, ASHLEY	\$213.42
11665	WOODWORKER'S HARDWARE	\$73.85
11666	ZIMMERMAN, ALYSSA	\$140.05
	<b>Total Fund Expenditures</b>	<b><u>\$654,981.78</u></b>



# Columbus Public Schools

2508 27th Street, Columbus NE 68601 402.563.7000

The Administration has hired the following Classified employees:

NAME	TITLE	LOCATION	HIRE DATE
Emanuel Magana Lira	Custodian	Middle School	3/24/2022 (from ASI to CPS EE)
Kelley Goldblatt	ASP Lead Staff	Emerson	4/4/2022
Theresa Penson	Food Service Dishwasher	High School	4/5/2022

The Administration has accepted the following Classified resignations/retirements:

NAME	TITLE	LOCATION	TERM DATE
Derek Helgoth	Grounds Keeper	Maintenance	3/20/2022

Last Update: 4/4/2022

**Travel Report**  
**April 2022**

DATE	# DAYS	NAME	EVENT NAME	EST COST\$
3/28/2022	1.00	ABBY PELC	NATM CONFERENCE - KEARNEY	\$175.00
3/28/2022	1.00	BRANDON JANSEN	NATM CONFERENCE - KEARNEY	\$165.00
3/28/2022	1.00	JONI EBEL	NATM CONFERENCE - KEARNEY	\$165.00
3/28/2022	1.00	JULIE KREIKEMEIER	NATM CONFERENCE - KEARNEY	\$0.00
3/28/2022	1.00	KELLI SOLTYS	NATM CONFERENCE - KEARNEY	\$165.00
3/30/2022	3.00	JASON HARRIS	NASES SPRING CONFERENCE - OMAHA	\$468.00
3/31/2022	3.00	CHIP KAY	NSBA CONFERENCE - SAN DIEGO	\$2,575.00
3/31/2022	3.00	TROY LOEFFELHOLZ	NSBA CONFERENCE - SAN DIEGO	\$2,160.00
4/7/2022	2.00	CARLY WHITNEY	ASD CONFERENCE - KEARNEY	\$0.00
4/7/2022	2.00	CHELSEA WERNER	ASD CONFERENCE - KEARNEY	\$0.00
4/7/2022	2.00	CLAIRE HLADKY	ASD CONFERENCE - KEARNEY	\$350.00
4/7/2022	2.00	JASON HARRIS	ASD CONFERENCE - KEARNEY	\$485.00
4/7/2022	2.00	MEGAN NOVAK	ASD CONFERENCE - KEARNEY	\$0.00
4/7/2022	2.00	MICHELLE FIGGE	ASD CONFERENCE - KEARNEY	\$370.00
4/7/2022	2.00	RYAN GOETSCH	ASD CONFERENCE - KEARNEY	\$330.00
4/7/2022	2.00	SHEILA GOETSCH	ASD CONFERENCE - KEARNEY	\$350.00
4/7/2022	0.50	JASON SCHAPMANN	HEALTH SCIENCES VISIT - RALSTON	\$0.00
				\$0.00
				\$0.00
				<b>\$7,758.00 Total</b>



# COLUMBUS PUBLIC SCHOOLS FOUNDATION

2508 27th Street, P.O. Box 947, Columbus, NE 68602-0947 Phone: 402-563-7000, Ext. 13033 Fax: 402-563-7005

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April 6, 2022

Doug Molczyk  
Board of Education  
Columbus Public Schools

Dear President Molczyk and Members of the Board:

The Foundation contributed the following items to Columbus Public Schools during the month of March. On behalf of the Board of Directors for the CPS Foundation and the officers of the thirteen umbrella organizations, we respectfully submit these items to the Board of Education for acceptance.

#### Foundation

\$769.85 - Kramer Child Development Center	\$2,650.00 - Give Big Support to Schools
\$254.00 - Memberships	\$5,652.81 - Columbus After School Program
\$475.44 - Comfort Closet	\$1,000.00 - National School Board
\$33.69 - Stem on the Go	\$5,040.00 - CMS DYT1 grant purchases

#### Band Boosters

\$33.00 - Plaque Header Plates

#### Post Prom

\$123.74 - Postage and Printing  
\$135.84 - Decorations  
\$374.96 - Store Items

#### Lost Creek PTO

\$175.38 - Cookies with Santa Supplies

#### North Park PTO

\$20.99 - Bingo Night Popcorn

#### Vocal Music Boosters

\$240.00 - Singing Youth Honor Choir  
\$1,962.50 - The New World Dinner Show Meal  
\$202.47 - The New World Dinner Show Decor

#### Centennial PAC

\$11.76 - 4th Grade Field Trip Water Bottles  
\$48.73 - Green Eggs & Ham Project  
\$94.85 - Popcorn Supplies  
\$647.25 - Read to Them - Shiloh Book  
\$169.59 - Egg Hunt Supplies

#### Emerson PTO

\$270.65 - Scholastic Books  
\$165.70 - Woot Woot Cart Supplies  
\$89.95 - Ties Tutus, Panda Printing

#### Sports Boosters

\$50.62 - Senior Flowers  
\$186.46 - Program Printing

#### West Park PTO

\$128.67 - Bingo Night Cake  
\$6,163.70 - Club's Choice Fundraiser  
\$2.69 - Printing

The total contributions for the month of March was **\$27,175.29**

The total contributions for the FY 2022 total is **\$91,025.29**

*\*CPS Foundation's fiscal year is January 1 through December 31.*

The total contributions for the FY 2021 (Sept-Dec) total is **\$154,934.25**

Thank you for your consideration.

Sincerely,



Nicole Anderson  
Director of Marketing & Foundation

## **COMMUNITY USE OF SCHOOL FACILITIES**

### **General Regulations**

The regulations for the use of school facilities (including buildings, grounds, and equipment) are as follows:

1. School facilities are designed to serve school purposes and may be used without charge for meetings and other activities of students, teachers, alumni associations, parent/teacher organizations, booster organizations, and other organizations affiliated directly with the school.
2. Meetings and programs of the school shall take precedence over all other meetings, programs, or uses.
3. Use of tobacco, e-cigarettes, or vapor products are prohibited on all school property and vehicles.
4. Possession, consumption, or use of alcoholic beverages or other illegal substances is prohibited on all school property.
5. Religious or political meetings, unless held by students of the District, shall not be held on or in school facilities without the approval of the Superintendent. Student activities of a religious or political nature must be approved by the Superintendent (in this case the Building Principal).
6. School facilities shall not be used for private gain by employees. All use of facilities used for business or profit must be temporary and pay rental fees per use. The District will not permit a private business to be run exclusively on school property.
7. Use of the facilities of the school must be finished and premises vacated by (Elementary – 9:00 p.m., Middle School and High School – up to 11:00 p.m.), unless arranged for in advance with the Superintendent or the Superintendent’s designee, in this case the Building Principal.
8. The school reserves the right to all concessions.
9. Sufficient supervision shall be provided to insure good order, the protection of property, and the prevention of persons wandering around the building or being on school premises elsewhere than in the room or facility engaged.
10. An individual or the sponsoring agency must agree to be personally responsible for any damage to property, other than ordinary wear and tear, and shall hold the Columbus Public Schools harmless from liability that may result in injury or accident as a result of the use of school facilities. Individuals or groups using the facilities of the District shall be required to sign a “release and Indemnification” Agreement. The Columbus Public Schools will assume no liability for the loss or damage of items belonging to the individual or group using the school’s facilities.
11. The Principal, School Custodian, or the Principal’s designee shall be responsible for opening and closing the school’s facility for events or activities undertaken.

12. No fixtures or equipment shall be moved or installed (even temporarily) except by the permission of the Building Principal and the Director/Supervisor of Building and Sites.
13. If outside equipment or properties are to be brought in, a detailed plan for such must be presented to and approved by the Building Principal or the Principal's designee.
14. Individuals and groups using the school's facilities shall remove all of his/her or their equipment and property from the school's facilities as arranged, but not to exceed 24 hours following the final date and time of usage.
15. No paint, tape, or foreign substance may be used on the walls or the floors without the specific permission of the building Principal and the Director/Supervisor of Building and Sites..
16. Additional charges may be established for the use of school equipment.
17. Auditoriums, gymnasiums, and other special facilities shall be used only by persons qualified to use and care for any equipment or apparatus contained therein. If any individual or group does not qualify under this provision, such individual or group shall employ a member of the District's staff who shall be able to perform such duties.
18. Only qualified operators will be allowed to operate the equipment of the District.

### **Application for Use**

Application for use of school facilities shall be initiated in the building being sought for use. The Building Principal and/or designee will first consider the initial application. Such application shall provide the Building Principal and/or designee with all required information to determine the specific use of the facility and to determine whether such use is within the policies and regulations of the Board of Education. Each application shall also include the signature of a responsible adult connected with the individual or group seeking permission to use a school facility. All applications must include a signed "Release and Indemnification" Agreement.

The Building Principal and/or designee shall approve the dates of the use of the school facility.

Should the Building Principal and/or designee approve the application, such application and release shall be forwarded to the Director of Finance and Operations for his/her consideration. The Director of Finance and Human Resources must approve the application for an individual or group to use the facilities of the school. If the Director of Finance and Human Resources approves of the application, a Contract for the Use of School Buildings and Grounds shall be issued. Upon the agreement of the parties to the contract, the individual or group may use the facilities of the District as agreed to.

The Director of Finance and Human Resources may reject any application or cancel an agreement previously issued if such action is considered to be in the best interest of the District. Individuals or groups who have an application rejected or have a use contract cancelled may appeal to the Superintendent for reconsideration of the rejection or cancellation.

All fees for the use of a school facility shall be paid within 30 days of invoice being sent to the Director of Finance and Operations.

### **Special Circumstances Usage of Facilities**

The conditions outlined in policy or regulations do not prohibit the District from negotiating an agreement with an individual or group due to special circumstances. "Special circumstances" may include, but are not limited to, service to youth, service to the community, long-term usage, or the trade of facilities.

### **Custodial Rates**

Charges for custodial services will be paid when it is necessary to assign a custodian or custodians to be in the facility of the District during the use, setup, or clean-up of the facility by individuals or groups, when such use is in addition to the time when the custodian or custodians are assigned to work for the District. Such a fee may also be charged during the regular work hours of a custodian, as determined by the Director of Finance and Human Resources, if such assignment would cause the District to add hours of work for the custodian or custodians to complete his/her or their normal work assignment for the District. The custodial hourly wage is to be per man, per hour. The Director of Finance and Human Resources shall establish an hourly rate of pay for custodial service on an annual basis and seek the approval of the Board of Education for such a rate at the Regular Meeting of the Board in June. The hourly rate shall be based upon the average actual or projected hourly cost of the custodian or custodians involved that otherwise would be incurred by the District for the time of work the custodian or custodians must work to provide the custodial service for the individual or group using the school's facility.

### **Regulations for Use of Kitchens (Limited Use Permitted Under USDA/State Health Dept.)**

1. At least one qualified school employee shall be present to supervise and work in the kitchen.
2. Any person who assists in a school kitchen shall be under the supervision of, and directly responsible to, the qualified school employee present.

### **Regulations for the Use of Gyms**

1. Special instructions that require the movement of equipment and/or furniture shall be submitted no later than five days prior to the date of use.
2. Detailed plans for any configuration shall include methods of temporary construction, care, and removal. Must be submitted no later than five days prior to the date of use to the Director of Building and Sites.
3. Storage space shall not be provided.

### **Regulations for the Use of the Nantkes Theatre, High School Lecture Hall, and the Main Gyms at the High School and Middle School.**

1. Arrangements for technical assistance (sound, lighting, stage use, etc.) are to be requested at the time of application.
2. Detailed written plans and accompanying diagrams for stage settings or platform arrangements required shall be submitted no later than five days prior to the date of use.

3. All equipment including sound, lighting, and curtain operations shall be by school personnel. Such personnel will be limited to one dress rehearsal and the actual performance or performances unless otherwise arranged and approved by appropriate school administrative personnel
4. Changing the positions of lighting, connections, curtains of any sort, or stage furnishings and/or the repainting, redesign, or modification of flats and related accessories must be approved in advance.
5. Accurate records or the hours expended by school personnel assisting such use shall be administered and approved by the school. An additional fee shall be charged and paid by the individual or group using such assistance for the actual cost of such assistance.
6. Off stage areas are to be kept unobstructed, safe, and clean at all times. Cast members may not sit in the upholstered seats of the Senior High Auditorium while wearing theatrical make-up.
7. Contracting groups shall provide their own stage supplies and props.
8. No nails, screws, spikes, stage screws, or similar hardware are to be used to attach stage props, scenery, etc., to existing floors, walls, or ceilings.
9. Food and/or beverages are to be consumed in dressing rooms or workshop areas only.
10. **All groups will be required to pay a deposit of 25% of agreed upon fees.**

### **Rental Fees**

Individuals or groups within the District, that are non-profit (individuals, groups, associations, or corporations that conduct business for the benefit of the general public without shareholders and without a profit motive and/or who are non-profit as determined by their tax-exempt status), will only be charged the actual and immediate costs of the District to allow for the individual's or group's use of the school's facilities. Such costs may vary according to the actual use and the individual's or group's need for personnel support.

Rental Groups will be invoiced following all rentals. Should payment not be made to CPS within 30 days of the invoice being sent, rental group(s) shall be subject to additional fees, and/or the privilege of utilizing CPS facilities for future events. Any fees not paid after 90 days shall be considered grounds for violation of contract, and subject to legal action.

All other individuals or groups shall be charged the actual and immediate costs of the District and the following fees on a per-day, per-hour basis:

### **Rental Fee by Facility**

*Rental fee includes use of facility, physically attached equipment, administrative fees, basic lighting, and seating setup.*

Nantkes Auditorium	\$ 500 – Performances or any use exceeding 4 hours a day.
	\$ 100 – Practices or non-performing assemblies <4 hours a day.
HS Concert Hall	\$ 250 – All day or >4 hours a day.
	\$ 100 – Use of <4 hours a day.
MS or HS Competition Gym	\$ 350 – Every increment of 4 hours, competition or open access
	\$ 50 – Practices/Events with no seating or crowd in attendance
MS or HS Auxiliary Gym	\$ 250 – Every increment of 4 hours, competition or open access
	\$ 50 – Practices/Events with no seating or crowd in attendance
Track/Field – Turf	\$ 150 – Competitions that include seating
	\$ 50 – Practice events, camps, etc. every 4 hours per day
Track/Field – Grass	\$ 50 – Per Day
MS or HS Commons/Library	\$ 50 – Per Day

MS Wrestling Room	\$ 25 – Per Day
Elementary/Kramer Gym	\$ 40 – Per Day
District Classroom	\$ 25 – Per Day
MS or HS Locker Room	\$ 15 – Per Day
MS or HS Kitchen	\$ 40 – Per Event

\*Areas not identified above will be handled on a case-by-case basis.

### **Additional Fees**

#### Performance Equipment

Sound	\$50
Lights (Stage/Spot)	\$50

#### Athletic Equipment

Hurdles, Pits, etc.	\$50
Soccer Goals	\$15 (per field)
VB Nets	\$10 (per court)
Scoreboard	\$10 (per gym or field)
Outdoor Lights	\$100

#### Technology Equipment

Projector/Screen	\$25
------------------	------

#### General Equipment

Folding Tables	>2 a fee will be assessed
Folding Chairs	>10 a fee will be assessed

#### Area Setup (Except Seating)

\$15-\$25/Hour

#### Custodial Fees (Clean Up)

Hourly Rate of Custodian on Duty

#### Supervision/Training/Assistance

\$15-\$25/Hour

\*Additional items not listed that are consumable or depreciable if used will be charged on a case-by-case basis.

## COMMUNITY USE OF SCHOOL FACILITIES

It shall be the policy of the Columbus Public Schools to encourage community members and groups to use school buildings and facilities for the promotion of school, civic, or social goals, subject to the following provisions:

1. The requirements of the school program will be given the highest priority, at all times, in determining the use of school buildings and facilities.
2. A community school program will receive a higher priority when there are multiple requests for the use of the school building or facility and the other requests involve non-educational programs.
3. School-related organizations, such as the PTO and professional educational organizations, will receive a higher priority when there are multiple requests for the use of a school building or facility and the other requests are from organizations and are for activities that are not directly school-related.
4. Approved student groups will be given priority when there are multiple requests for the use of a school building or facility, and the other requests are from adult groups.
5. Requests from groups seeking to use school facilities for financial profit will be considered on an individual basis. The Superintendent or the Superintendent's designee will be authorized to deny such requests if the nature of the activity is such that use of a public building or facility for such an activity would be inappropriate.
6. Requests from groups seeking to use a school building or facility for partisan reasons will be denied. For purposed of administration of this policy, partisan will be interpreted to mean the promotion of the candidacy of a person or a group of persons. This exclusion would not apply to the use of a building or facility for a community forum, for voter registration purposes, or as a polling place.

It shall further be the policy of the Columbus Public Schools that school equipment may not be removed from school buildings for use by an individual or a non-school organization. Exceptions to this policy may be made by the Superintendent when such requests are made by community agencies or groups for the use of school equipment on a short-term basis.

When non-school groups are granted requests to use school facilities on Saturdays, Sundays, and/or holidays, they will be charged an additional fee to cover the wages of employees required to work on those days and/or additional utility costs.

Policy  
Adopted: 05/14/12  
Revised: 03-25-14

COLUMBUS PUBLIC SCHOOLS  
Columbus, Nebraska

**COLUMBUS PUBLIC SCHOOLS**

**Application for Use of School Facilities**

Name of Organization Requesting Use: \_\_\_\_\_

Name of Representative: \_\_\_\_\_

Address: \_\_\_\_\_

Representative's Telephone Number: \_\_\_\_\_

**School Facility Requested**

Building: \_\_\_\_\_ Room or Area: \_\_\_\_\_

Hours to be used from \_\_\_\_\_ AM to \_\_\_\_\_ AM  
PM to \_\_\_\_\_ PM Dates to be used: \_\_\_\_\_

Hours to be used from \_\_\_\_\_ AM to \_\_\_\_\_ AM  
PM to \_\_\_\_\_ PM Dates to be used: \_\_\_\_\_

Estimated number of persons to use the facility: \_\_\_\_\_ for the purpose of \_\_\_\_\_

\_\_\_\_\_

Admission or registration fee (if any): \_\_\_\_\_

Explanation of use of profits (if any) and other pertinent information: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I, \_\_\_\_\_, having read and agreed to Board of Education Policy and Regulation 1006.05R1, being fully cognizant that additional fees may be incurred, and providing the District with the attached Release and Indemnification Agreement, request permission for the use of the school facilities for the purpose as described in this application.

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Date of Signature

-----  
***For School Official Use Only***

*SPECIAL INSTRUCTIONS OF PRINCIPAL*

*FEES TO BE CHARGED BY DISTRICT*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature or Initials of Principal/Principal's Designee

\_\_\_\_\_  
Signature or Initials of the Director of Finance/Operations

Exhibit Approved: 05/14/12

COLUMBUS PUBLIC SCHOOLS  
Columbus, NE

**COLUMBUS PUBLIC SCHOOLS**

**Community Use of School Facilities**

**CONTRACT FOR USE OF SCHOOL BUILDINGS AND GROUNDS**

This contract for use of district facilities is between Platte County School District 71-0001, a/k/a Columbus Public School District and \_\_\_\_\_.

The facility to be used and time that the facility will be used are:

Date: \_\_\_\_\_

Time Start: \_\_\_\_\_

Time End: \_\_\_\_\_

Facility/Room: \_\_\_\_\_

Rental Fee: \_\_\_\_\_

Personnel Fee: \_\_\_\_\_

Both parties to this contract agree to the following terms:

- 1) The party requesting use of the facility shall sign a Hold Harmless Agreement.
- 2) The party using the facility shall be responsible for any liability suit filed by any person(s) who was (were) present in the facility at the time of use.
- 3) There shall be no alcoholic beverages or drugs permitted in or around the school facility, either prior to, during or immediately following the activity for which the facilities are being used.
- 4) In the case of indoor facilities, there shall be no smoking permitted in the building.
- 5) The party using the facilities will be held responsible for the total cost of damage or loss, regardless of the activity.
- 6) The total rental fee and the estimated personnel fee, when applicable, will be paid within 30 days of invoice being sent. Additional fees may be collected or returned after the use to appropriately address the actual personnel costs of the District.
- 7) The party using the facilities shall be responsible to leave the facilities in the same condition that it was when the party arrived and as directed.
- 8) Facilities and rooms that have not been made available to the party under this agreement shall not be used.
- 9) Equipment that has not been made available to the party under this agreement shall not be used.
- 10) Failure to comply with the above provisions shall result in the cancellation of existing and all future facility use contracts with that party.
- 11) All arrangements for the use of the building(s) shall be made with the Superintendent and/or his/her designee.

The stipulations as listed are agreed to by the party requesting facility use and the contracting party agrees to use the facility on the basis outlined in the contract.

\_\_\_\_\_  
Sponsor for Party Requesting Facility Use

\_\_\_\_\_  
Director of Finance and Operations

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Exhibit Approved: 05/14/12

COLUMBUS PUBLIC SCHOOLS  
Columbus, NE

**COLUMBUS PUBLIC SCHOOLS**

**Community Use of School Facilities**

**RELEASE AND INDEMNIFICATION AGREEMENT**

In consideration of the undersigned being allowed or granted permission to use Platte County School District 71-0001 a/k/a Columbus Public Schools (hereinafter referred to as "Columbus Public Schools") buildings, grounds, facilities, and/or equipment, the undersigned hereby releases and waives any and all claims, demands, causes of action, suits, debts or damages which the undersigned has or which may in the future accrue, for all personal injuries, known or unknown or injuries or damage to property, caused or arising out of the undersigned's use of Columbus Public Schools buildings, grounds, facilities or equipment.

Additionally, in consideration of the undersigned being allowed or granted permission to use Columbus Public Schools buildings, grounds, facilities or equipment, the undersigned hereby covenants to indemnify and save harmless the Columbus Public Schools buildings, grounds, facilities or equipment.

The undersigned acknowledges and agrees that without executing this Release and Indemnification Agreement permission would not be granted to use Columbus Public Schools buildings, grounds, facilities, and/or equipment. The undersigned further understands and agrees that this Release shall be binding on the undersigned, and undersigned's heirs, executors, administrators or assignees, and that by executing this Release and Indemnification Agreement, the undersigned is hereby releasing and agreeing to indemnify Columbus Public Schools, all of its present or future Board members in their individual or official capacities, and all of the school district's employees or agents in their individual or official capacities, and all successors thereto.

The Columbus Public Schools does not sponsor or in any way endorse the views, aims, policies, opinions or content of any speakers, or presenters, or materials disseminated as part of the program of the person or persons or entity allowed access to Columbus Public Schools facilities, and remains totally neutral with regard thereto.

The undersigned acknowledges having read this Agreement, understands the rights which are being waived or released hereby, understands the indemnification obligation assumed hereby, and executes the same voluntarily and with full knowledge of its significance.

**DATED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date of Signature

**NOTE: THIS DOCUMENT HAS SIGNIFICANT LEGAL REMIFICATIONS AND SHOLD BE CAREFULLY READ AND UNDRSTOOD. IF THERE ARE ANY QUESTIONS, THE SIGNER OF THIS DOCUMENT SHOULD CONSULT HIS OR HER OWN ATTORNEY.**

Exhibit Approved: 05/14/12

COLUMBUS PUBLIC SCHOOLS  
Columbus, NE

### **Building Rental “Checklist”**

Per the revised CPS BOE guidelines for the rental of school facilities by Profit & Non-Profit Community Groups, the following checklist is proposed to enable the rental to be scheduled & take place at CHS:

- 1) Group makes initial contact with the building principal or in the case of the high school, the activities director (CHS AD) to request facility; specifically, for times, dates & rooms needed
- 2) CHS AD will contact Building Principal, Head Custodian & Director of Buildings & Grounds to confirm availability of custodial/supervisory staffing for the requested event
- 3) Once facility & staffing availability are confirmed, CHS AD shall send ‘pre-event’ packet to lessee, consisting of the following documents which need to be returned no later than **three weeks** in advance of the first rental date:
  - a. Signed Contract
  - b. Proof of Liability Insurance
  - c. Hold-Harmless Agreement
  - d. Needs for sound/light technicians (Auditorium specific)
  - e. Exact hours & room usage details
  - f. Deposit check

\*Note – If Forms are turned in after the three-week advance, additional fees may be charged.
- 4) Upon receipt of information from potential lessee, CHS AD shall inform the following parties of arrangements:
  - a. Principal, Head Custodian & Director of Buildings & Grounds – confirmation of dates/times of necessary custodial service to assist with rental group’s needs
  - b. Auditorium Manager & Custodial Staff – information specific to A/V usage for facility, as well as any other logistical needs specific to that group
- 5) During the rental, Custodial Staff shall be responsible for logging/tracking the following information:
  - a. Rooms used by each group (including days & times open and available to rental)
  - b. Actual time of facility usage by group

- c. Actual time of prep & clean-up work by custodial staff during pre- and post- event work
- 6) Custodial Staff shall submit log of hours of facility usage & CPS Staffing to CHS AD at the end of the rental. CHS AD shall work with CHS Book keeper to invoice rental group for the following itemized amounts:
- i. Facility Rental Rates (room/hourly fees)
  - ii. Custodial Clean-Up Rates (per man, per hour)
  - iii. A/V Technician Rates (per man, per hour)
  - iv. Additional Fees as necessary (damage to property, etc.)
- 7) Payment from the rental group shall be divided as follows:
- i. Facility Rental Rates – District Activity Account
  - ii. Custodial & Additional Fees – District Maintenance
  - iii. A/V Technician Rates – Paid directly from Rental Group to technicians (per Sandy Krings)
- 8) Should payment not be made to CPS within 30 days of the invoice being sent, rental group(s) shall be subject to additional fees, and/or the privilege of utilizing CPS facilities for future events. Any fees not paid after 90 days shall be considered grounds for violation of contract, and subject to legal action.

**EMPLOYEE TRAVEL COMPENSATION – TRAVEL OUTSIDE THE SCHOOL DISTRICT**

The Columbus Public Schools will reimburse employees for their actual necessary expenses. Actual and necessary expenses are only those expenses that are associated with authorized travel, conference attendance, an official function, or other business related activities necessary to attain the outcome specified by the District. Such may include meals, lodging, transportation, parking, and other expenses directly related to the travel of an individual as an employee of the District. Expenses that shall not be reimbursed, and generally should not appear on any reimbursement request submitted to the District, would include additional expense associated with the attendance of a person not employed by the District, the purchase of alcoholic beverages, and the purchases of items for personal use or personal entertainment.

Employees must adequately account for and provide adequate supporting information for all expenses to be reimbursed. Claims submitted to the Columbus Public Schools must generally be supported and substantiated with receipts or cancelled checks supported by itemized bills.

The District will not reimburse employees for expenses that are reimbursed by outside agencies.

In addition, actual and necessary expenses for approved travel will be reimbursed according to the following:

**Transportation**

Employees of the Columbus Public Schools shall be provided with safe and dependable methods of travel. In all instances, travel and associated expenses shall be by the most cost effective means reasonable available. Transportation for approved travel outside the boundaries of the District shall be provided under the following guidelines:

1. School employees will be provided with a school-owned vehicle when such a vehicle is available. If a school-owned vehicle is not available, other alternatives will be provided. In determining an alternative mode of travel, safety, cost, availability, and distance shall govern the selection of the transportation alternative.
2. When a school vehicle is not available or for trips outside the boundaries the District but less than 60 miles one-way, reimbursement for the use of a personal vehicle will be at the automobile rate determined by the State of Nebraska, unless otherwise required by law. This reimbursement rate, however, will only be provided when a school vehicle is not available or for trips outside the boundaries of the District but less than 60 miles one-way.

However, if an employee decides to use a personal vehicle in a situation where a school vehicle could have reasonably been used, the reimbursement rate for such travel will only be the estimated cost of using a school vehicle. In this instance, supervisors will be responsible for determining the amount to be reimbursed for travel using the following methods as appropriate to the transportation mode that could have been used. The formula for determining the cost of using a school vehicle will be:

Total miles of the trip ÷ 17, × the average cost of a gallon of gas that could be purchased in the District during the travel event. The Superintendent reserves the ability to periodically change how the cost of using a school vehicle as long as such change results in a more accurate reflection of present fuel costs and periodic adjustments in the rate of reimbursement for the use of a personal vehicle.

3. When a school employee must make out-of-state trips or agreed upon time limitations prevent the use of an automobile, the District will provide employees with suitable public carrier transportation.
4. The District will only reimburse one individual employee and will not reimburse multiple employees for transportation when the travel destination and activity participation of the employees are identical, unless otherwise approved in advance by a supervisor and as may be necessary to further the business of the District. The District, therefore, supports the maximization of resources that occurs through the sharing of resources. Multiple employees, however, shall be reimbursed if multiple vehicles are necessary to reasonably transport all involved employees.

### **Lodging**

The District may pay the actual cost of lodging, if approved by a supervisor, provided that one of the following criteria is met:

- A. The travel destination of the employee is at least one hour from Columbus, and the approximate required departure is prior to 6 a.m. or the approximate estimated time of return would be after 10:00 p.m.
- B. Road conditions are not safe, or are projected to be unsafe at the time of travel, as determined by the employee and the supervisor.
- C. The approved event is scheduled for more than one day and the employee will be attending on contiguous days at a location that is greater than a one-hour drive from Columbus.

Arrangements for lodging shall be arranged in a timely fashion and as directed by a supervisor. Employees are to make arrangements so that their lodging is directly billed to the District, when possible. When direct billing is not possible, employees are to acquire a tax exemption form and present this form to the management of the lodging establishment upon check in. Taxes for lodging will only be reimbursed by the District if the management of the lodging establishment refuses both the direct billing option and the use of the District's tax exemption status.

The District will not be responsible for additional room charges that may be incurred by the employee during their lodging stay, unless such charges are directly related to the needs of the District and are necessary for the efficient operation of the District. In cases in which a non-District employee accompanies an employee on official business, the District will only pay the expenses of the employee. Lodging another receipts must indicate the appropriate single-person charges.

When multiple employees of like assignments require identical lodging arrangements and locations, staff will, as appropriate and available, share lodging accommodations at a rate of two individuals per room with two beds. Exceptions to this shared resource provision may be made by a supervisor.

- The daily per diem rate for in-state lodging is \$110 per person, per night. If lodging within a reasonable distance of the site of the event is not available at this rate, the Superintendent must approve the deviation.
- Due to additional costs of transportation, when staying out of state the daily per person, per night rate may be adjusted to stay on site of conferences, meetings, or professional development by permission of the Superintendent.

### **Meals**

Approved travel, outside the District, may allow an employee to qualify for a meal reimbursement. Generally, purchased meals within the District are not reimbursable. Meals within the District, however, may be reimbursable if the meal is a working breakfast, lunch or dinner. Otherwise, for a meal to be reimbursable, as determined by a supervisor, an employee must have travel status as indicated below (such travel includes travel to and from an out-of-District event and attendance at the event):

- Breakfast – 6:00 a.m. to 10:00 a.m.
- Lunch – 10:00 a.m. to 4:00 p.m.
- Dinner – 4:00 p.m. to 10:00 p.m.

Meal reimbursement will be for actual costs, if such costs are below the maximum meal reimbursement rates established for the travel event, and a receipt is provided that includes the date, name, and address of the restaurant and the amount of the purchase. Meal reimbursement will not be made for in-between meal refreshments that may be purchased during travel or at breaks.

If a group of employees purchase a meal using a District credit card, the name of each employee should be written on the meal receipt. Meals, between meal conference, official function, or hearing shall not be reimbursed; may logically replace the need for meal reimbursement; and are exempted from the maximum meal reimbursement limitations as such meals are outside the control of the employee. Meal reimbursement rates shall cover, or partially cover if exceeded, the cost of the meal and the service gratuity. Service gratuities should not exceed ~~15%~~ 18% of the actual cost of the meal unless, given a group setting, the meal established, no additional gratuity will be reimbursed). Meal reimbursement shall be on a per-day basis (~~\$45 per day for three meals~~). If the timing of the travel is such that only one or two meals are to be provided by the District, the following guidelines shall be used. Maximum meal reimbursement rates, when the meal is furnished within Nebraska, will be as follows:

#### Professional Travel

- Breakfast - ~~\$10~~ \$12
- Lunch - ~~\$15~~ \$16
- Dinner - ~~\$20~~ \$26
- Per Day - \$54

#### Enroute, Bus Driver, or Student Activities

- Breakfast - \$8
- Lunch - \$14
- Dinner - \$19
- Not to exceed \$40 for a full day

Supervisors may establish lower maximum meal reimbursement rates for Nebraska, than specified above, if it is reasonable for them to do so given the nature of the travel. The Superintendent, and the Superintendent only, may establish higher maximum meal reimbursement rates for Nebraska, than specified above, if it is reasonable to do so given the nature of the travel.

Meal reimbursement rates for meals consumed outside the State of Nebraska shall be according to GSA (**United States General Services Administration**) meal rates, unless otherwise specified by the Superintendent.

#### **Credit Card Use During Travel**

The District will maintain credit cards for authorized travel and related expenses when an employee is required to travel on behalf of the District. The credit cards of the District may be utilized for the purpose of books, copies, or other materials, but such use shall only occur when the vendor is unable or unwilling to bill the District directly. Miscellaneous purchases made by means other than a District credit card will be reimbursed if properly documented and determined to be associated travel costs.

All District credit cards will be maintained in the District Office as specified by the Superintendent and will be checked out to individual staff members when authorized to use such credit cards. The staff member that the credit card is checked out to is responsible for the use of that credit card during the time of issuance. While the designated and responsible staff member may allow another District employee to use the issued credit card during a travel event, the individual issued the card will remain responsible for the card and will direct the use of the card.

When credit cards are checked out, the following procedure will be used to assure the employee has proper and sufficient spending capabilities:

- Staff members are to provide the District Office with the name of the individual using the credit card. In addition, the date of card checked out, the general purpose for the use of the card, the approximate amount of the purchases that will be made with the card, and the approximate time of the return of the card are to be documented.
- The issued credit card should be returned to the District Office at the agreed-upon approximate time of return for the card with all credit card receipts or copies of receipts that were generated during the issuance of the card to the staff member, with each receipt or receipt copy properly coded to an expenditure account.
- School credit cards shall not be utilized for purchases of a personal nature, including, but not limited to, entertainment of personal value, in-between meal refreshments, alcoholic beverages, and/or the costs of a non-school person traveling with the school employee.
- School credit cards may be utilized to purchase gas for school vehicles and rental cars (personal vehicles excluded), meals, lodging, parking, emergencies, or other business related purchases approved in advance by a supervisor.

### **Questions Pertaining to an Allowable Expense**

Should an employee have a question or concern about the reimbursement of an expense to be incurred, it is the employee's responsibility to raise such a question or concern with a supervisor prior to incurring that expense. In all cases, it shall be the Superintendent's responsibility to determine the allowable expenses of the District.

Legal Reference: Neb. Statute 13-2201 et seq.  
Cross Reference: 206.04 Board Member Compensation and Expenses  
402.06 Transporting of Students by Employees  
402.09 Credit Cards

Policy  
Adopted: 11/9/09  
Revised: 6/11/12 May 2022

COLUMBUS PUBIC SCHOOLS  
Columbus, Nebraska  
Reviewed: 6/11/12 April 2022



## CERTIFICATED EMPLOYEE CONTRACT RELEASE

A request for release from a contract shall be contingent upon finding a suitable replacement with the following exception: A request for release from contract submitted before ~~May 1~~ **April 15** of the current school year requesting release for the upcoming school year shall be accepted by the Board without any conditions.

The Superintendent or his designee shall have the sole responsibility for determining the criteria used to define a suitable replacement for each position.

If in the opinion of the certificated employee unusual circumstances exist, the certificated employee may appeal to the Board to waive any of the above stated requirements.

The superintendent is authorized to file a complaint with the Nebraska Professional Practices Commission against a certificated employee who leaves without proper release from the board.

The Board of Education reserves the right to seek damages against any certificated employee as a result of breach of contract.

Legal Reference: NDE Rule 27  
Neb. Statute 79-817 et seq.

Cross Reference: 406.03 Certificated Employee Individual Contracts  
406.04 Certificated Employee Continuing Contracts  
408.03 Certificated Employee Retirement

Policy  
adopted: 3/13/06  
Amended: 11/09/09

COLUMBUS PUBLIC SCHOOLS  
Columbus, Nebraska  
Reviewed: 11/9/09

**REIMBURSABLE EXPENSES FOR EMPLOYEES  
BOARD MEMBERS, AND VOLUNTEERS**

Reimbursable Expenses:

- A. Board members, employees, or volunteers of the school district are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings, or meetings which are necessary to perform required duties, sponsored by the school district or State and national educational organizations or which are otherwise in the best interests of this school district as follows:
  1. Board members as a result of this policy are hereby given prior approval by this school Board and upon approval by the Superintendent or the Superintendent's designee and are specifically authorized to attend such functions without additional or further approval by the school Board unless otherwise so determined and the school district shall pay the registration costs, tuition costs, fees, or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable Federal Rates.
  2. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee and the school district shall pay registration costs, tuition costs, fees, or charges for such functions along with actual travel expenses, if travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be reimbursed based upon substantiated costs actually and necessarily incurred or applicable to Federal rates.
- B. Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law shall also be allowed as provided by such law.
- C. Since it is hereby determined to be important and in the best interest of this school district to recognize service by Board members, employees, and volunteers, the school Board hereby authorizes the President, Superintendent, or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers, or other items of value should be granted provided that no such plaque, certificate, flowers or other item of value to be awarded shall cost more than \$50.00.

- D. School Board members are not paid members and when appropriate because of the timing, length, or other factors, sandwiches or meals may be provided to School Board members, employees, and volunteers attending public meetings or in other appropriate or necessary situations such as joint meetings with other governing bodies.
- E. That non-alcoholic beverages, cookies, or other similar items may be provided to individuals attending public meetings, private meetings, discussions, or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this school district.
- F. Non-alcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance, or support activities in emergency situations or during or immediately following their participation in any activity approved by the School Board.
- G. In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees, or volunteers provided the maximum cost per person, which is hereby established for such dinner shall not exceed ~~\$25.00~~ **\$50.00** and further provided that such annual dinner may be held separately for employees of each department or separately for volunteers or any of them in combination.
- H. The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the School Board to the designated officials so indicated herein.
- I. Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee, or volunteer unless the spouse is also a Board member, employee, or volunteer.

Legal Reference: Neb. Rev. Stat. §§ 13-2201 to 13-2204  
Neb. Rev. Stat. § 79-526  
Neb. Rev. Stat. §79-546

Adopted: 12/19/16. **Reviewed April 2022, Revised May 2022**





DATE	4/6/2022
BUILDING	
PROGRAM	Parochial Loan
PRINCIPAL/DIRECTOR SIGNATURE	Amy Romshek 4/6/22
Description of materials to surplus: Books that no longer qualify for the loan after the 21-22 school year because CPS no longer uses.	

IMAGE INSERTED (If available)	DESCRIPTION	HOW WILL ITEMS BE DISPOSED OF
	Western World	Donated
	Americans: Reconstruction	Donated
	Magruders American Gov	Donated
	Psychology: Principles in Practice	Donated
	Sociology: The Study of Human Relationships	Donated
	Street Law	Donated

DATE	03/09/2022
BUILDING	North Park
PROGRAM	Library
PRINCIPAL/DIRECTOR SIGNATURE	<i>Robert Hausmann</i>
Description of materials to surplus: Library books and DVDs	

IMAGE INSERTED (If available)	DESCRIPTION	HOW WILL ITEMS BE DISPOSED OF
To insert an image here, place your cursor in this box and select insert from the menu bar, then select image and choose the appropriate image.	Give a description and the reason the item is being declared surplus property.	Examples: trash, recycle, donated, etc. Items being moved to other CPS locations should not be declared surplus property.
	193 materials withdrawn from library collection from August 2, 2021 - February 2, 2022 - Items too worn or have not been checked out in over 5 or more years.	<ol style="list-style-type: none"> <li>1. Items put on island in workroom for teachers to take and keep in their classroom</li> <li>2. Use Swap and Shop to get materials to other teachers in the district if they want them</li> <li>3. Put them on the tables during PTO's Book Bingo night for kids to win.</li> <li>4. Items will be put in the hallway for kids to take for free.</li> <li>5. Anything that remains will be thrown away</li> </ol>

# Library Weeding Log

North Park Elementary

From: 8/2/2021 To: 2/21/2022

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## 8/17/2021 - Copies Removed: 1

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### Nebraska blue book : 2018 - 19 (Removed: 1)

Author: compiled by Clerk of the  
Legislature.

Published: 2018

Call Number	Barcode	Price	Acquired	Removed By
R 353.9 NEB 2018-19	T 56428	\$10.00	7/12/2019	11166

Was Available -- Weeded

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From: 8/2/2021 To: 2/21/2022 Total Copies Removed: 193

Deleted: 9, Transferred: 0, Weeded: 184

<b>High School English - Novels for 11-12 Courses</b>			
<b>Description</b>	<b>Quantity</b>	<b>Price</b>	<b>Total</b>
<i>A Lesson Before Dying</i>	200	\$17.85	\$3,570.00
<i>Brave New World</i> - Aldous Huxley	132	\$20.15	\$2,659.80
<i>Catcher in the Rye</i> - J.D. Salinger	154	\$15.20	\$2,340.80
<i>The Crucible</i> - Arthur Miller	180	\$19.43	\$3,497.40
<i>Hamlet (No Fear)</i> - William Shakespeare	174	\$15.27	\$2,656.98
<i>Red Sky at Morning</i> - Richard Bradford	124	\$21.07	\$2,612.68
<i>Montana 1948</i> - Larry Watson	120	\$18.60	\$2,232.00
<i>Of Mice and Men</i> - John Steinbeck	120	\$16.47	\$1,976.40
<i>The Road</i> - Cormac McCarthy	119	\$21.04	\$2,503.76
<i>The Scarlet Letter</i> - Nathaniel Hawthorne	150	\$9.86	\$1,479.00
<i>The Kite Runner</i> - Khaled Hosseini	130	\$15.68	\$2,038.40
<i>Raisin in the Sun</i> - Lorraine Hansberry	200	\$11.16	\$2,232.00
<i>The Color Purple</i> - Alice Walker	109	\$18.60	\$2,027.40
<i>The Great Gatsby</i> - F. Scott Fitzgerald	80	\$14.25	\$1,140.00
<i>A Separate Peace</i> - John Knowles	45	\$10.12	\$455.40
Shipping - Free			\$0.00
<b>Total</b>			<b>\$33,422.02</b>

<b>Middle School Science - Subscription Renewal</b>			
<b>Description</b>	<b>Quantity</b>	<b>Price</b>	<b>Total</b>
STEMscopes Online 3-year license Grade 5	295	\$22.35	\$6,593.25
STEMscopes Online 3-year license Grade 6	295	\$22.35	\$6,593.25
STEMscopes Online 3-year license Grade 7	295	\$22.35	\$6,593.25
STEMscopes Online 3-year license Grade 8	295	\$22.35	\$6,593.25
Shipping - none			
<b>Total</b>			<b>\$26,373.00</b>

**Course: Heath Sciences II**

**Proficiency Scale Topic 1: Health Professions**

Standard(s):  
HS.HS.7.1 Distinguish between the wide variety of health professions.

**4**

In addition to Score 3.0

Students will:

- research an emerging healthcare profession to determine the reason for its emergence and its potential for growth

**3**

**Students will:**

- Distinguish between a variety of health professions to narrow a personal healthcare interest.**

**Success Criteria**

**Students are proficient with the learning goal when they can:**

- Compare and contrast two healthcare professions of personal interest to pursue further to include healthcare pathway, educational requirements, licensing requirements, employment outlook, salary range, job expectations, professional growth opportunities.
- Participate in a healthcare workplace experience (ex: job shadow, interview a professional, visit an educational program) to answer these questions.
  - What were your expectations going into this experience?
  - What part of your experience surprised you?
  - How will this experience help you determine your next steps in pursuing a healthcare pathway?
  - Attach a summary of your experience.
- Critique a healthcare profession that has seen a significant change over time explaining why the changes occurred

**2**

Students will:

- Review the 5 healthcare pathways -diagnostic, therapeutic, biotechnology research and development, health informatics, support services.
- Compare job outlook projections for healthcare careers on a local, state, and national level to determine opportunities.
- Explore, organize, & experience workplace skills in an experience at a health science professional setting or educational facility (i.e. job shadow, interview of a professional, visit to an educational program).

1	With help, the student demonstrates the score 2.0 elements with partial success.		
<b>Proficiency Scale Topic 2: Health Literacy</b>			
Standard(s): HS.HS.7.2 Analyze health information to develop health literacy			
4	In addition to Score 3.0 Students will: •using a case study, evaluate the effectiveness of a particular complementary or alternative treatment		
3	Students will: • <b>Analyze health information to understand and make appropriate health decisions.</b>  <b>Success Criteria</b> <b>Sudents are proficient with the learning goal when they can:</b> Given scenario, students will: •complete a graphic organizer (care map) to distinguish and show relationships between physical, mental, social, & behavioral health; •identify possible complementary and alternative treatments that may impact relationships on the care map; and •use information from organizer to participate in class discussion.		
2	Students will: •Define health, wellness, & disease prevention. •Explain the differences between physical, mental, social, and behavioral health and how they effect each other. •Identify the importance of social connections to an individuals well being. •Explain the difference between and give an example of complementary(used alongside in the treatment of disease) and alternative(used in place of traditional medicine) health practices.		
1	With help, the student demonstrates the score 2.0 elements with partial success.		
<b>Proficiency Scale Topic 3: Healthcare System</b>			
Standard(s): HS.HS.7.3 Apply academic principles used within the healthcare system.			

4	<p>In addition to Score 3.0 Students will:</p> <ul style="list-style-type: none"> <li>•using medical terminology discuss the relationship between two of the body's major system in the context of a disease</li> <li>•include a chart or graph in your presentation</li> </ul>		
3	<p>Students will:</p> <ul style="list-style-type: none"> <li>•<b>Apply medical language, terms and documents used within the healthcare system.</b></li> </ul> <p><b>Success Criteria</b> <b>Sudents are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•Given a list of medical prefixes, suffixes, &amp; roots students can determine the meanings of medical terms.</li> <li>•Identify common abbreviations on an assessment.</li> <li>•Given a human body diagram, students can locate and describe the function of the 9 major organ systems.</li> <li>•Given a healthcare document student will be able to interpret information and make a medical recommendation based on evidence.</li> <li>•Convert pounds to kilograms, ounces to milliliters, and feet to inches.</li> </ul>		
2	<p>Students will:</p> <ul style="list-style-type: none"> <li>•Recognize that medical terminology is made of common prefixes, suffixes, and roots that can be broken down to understand the meaning.</li> <li>•Review common abbreviations in medical terminology.</li> <li>•Identify and explain the function of the 9 major organ systems of the human body.</li> <li>•Read healthcare documents and make decisions based on evidence provided.</li> <li>•Apply math conversions in a medical setting.</li> </ul>		
1	<p>With help, the student demonstrates the score 2.0 elements with partial success.</p>		
<b>Proficiency Scale Topic 4: Health Technical Skills</b>			
<p>Standard(s): HS.HS.7.4 Analyze various health situations, applying technical skills including basic first aid, CPR/AED, and measurement of vital signs.</p>			
4	<p>In addition to Score 3.0 Students will:</p> <ul style="list-style-type: none"> <li>•compare and contrast two infectious pathogens at each step of the chain of infection and evaluate why it is difficult to control infections.</li> </ul>		

3	<p>Students will:</p> <ul style="list-style-type: none"> <li>•<b>Analyze various health situations, applying technical skills including basic first aid, CPR/AED, and measurement of vital signs</b></li> </ul> <p><b>Success Criteria</b>  <b>Sudents are proficient with the learning goal when they can:.</b></p> <ul style="list-style-type: none"> <li>•Given an emergency scenario, take vital signs, determine next steps and apply first aid skills.</li> <li>•Identify the characteristics and explain the difference between bacteria, virus, &amp; fungi (assessment).</li> </ul> <p>Given a scenario regarding an infection, determine how or where would you break the chain of infection.</p>		
2	<p>Students will:</p> <ul style="list-style-type: none"> <li>•Identify normal ranges of vital signs and use measurements to identify next steps.</li> <li>•Review &amp; apply basic first aid skills.</li> <li>•Explain the difference between bacteria, virus, &amp; fungus.</li> <li>•Review the 6 elements in the chain of infection and describe the impact each link has on the spread of infection.</li> </ul>		
1	With help, the student demonstrates the score 2.0 elements with partial success.		
<b>Proficiency Scale Topic 5: Legal &amp; Ethical Issues</b>			
<p>Standard(s):          HS.HS.7.5 Analyze legal and ethical issues in healthcare.</p>			
4	<p>In addition to Score 3.0</p> <p>Students will:</p> <ul style="list-style-type: none"> <li>•Find a malpractice case study, determine what went wrong and how to prevent the cause of the malpractice lawsuit.</li> </ul>		
3	<p>Students will:</p> <ul style="list-style-type: none"> <li>•<b>Analyze legal and ethical issues in healthcare.</b></li> </ul> <p><b>Success Criteria</b>  <b>Sudents are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•Given a medical malpractice case study, discuss and analyze:</li> <li>•cultural, religious, social, and ethnic practices of patients and employees</li> <li>•decide what is ethical and what is legal issues</li> <li>•analyze the provider's scope of practice and patient rights.</li> </ul>		

<b>2</b>	Students will: <ul style="list-style-type: none"><li>•Explain why it is important to respect the cultural, religious, social, and ethnic practices of patients and employees within the healthcare environment.</li><li>•Compare and contrast ethical and legal issues in healthcare.</li><li>•Review legal terminology and analyze case studies regarding ethical and legal implications.</li></ul>		
<b>1</b>	With help, the student demonstrates the score 2.0 elements with partial success.		

<b>Course: Animal Behavior</b>	
<b>Proficiency Scale Topic 1: Intro/History Animal Behavior</b>	
Standard(s): Standard(s): SC.HS.10 Gather, analyze, and communicate evidence of biological evolution.	
<b>4</b>	In addition to Score 3.0  The student will: <ul style="list-style-type: none"> <li>•design an experiment to test the effects of evolution over time</li> <li>•predict the outcome of evolution on a population</li> </ul>
<b>3</b>	The student will: <ul style="list-style-type: none"> <li>•<b>explain how and why animals change over time</b></li> <li>•<b>explain the 3 major developments of animal behavior</b></li> <li>•<b>explain how the the 4 disciplines help us to study animals</b></li> </ul> <p><b>Success Criteria - Students are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•Background Selection Lab - explain how crickets or animals are dependent on the environment</li> <li>•Territorial Lab - observe and analyze cricket behavior and connect behavior information to the environment</li> <li>•End-of-Unit Assessment</li> </ul>
<b>2</b>	The student will: <ul style="list-style-type: none"> <li>•explain how animals depend on the environment</li> <li>•genetics/inheritance study</li> <li>•apply the observational method /comparative method study</li> <li>•explain the theory of evolution by natural selection</li> <li>•identify the four disciplines of animal behavior (comparative psychology, ethology, sociobiology and behavioral ecology)</li> </ul>
<b>1</b>	With help, the student demonstrates the score 2.0 elements with partial success.
<b>Course: Animal Behavior</b>	
<b>Proficiency Scale Topic 2: Genetics &amp; Animal Behavior</b>	
Standard(s): Standard(s): SC.HS.9. Gather, analyze, and communicate evidence of the inheritance and variation of traits.	
<b>4</b>	In addition to Score 3.0  The student will: <ul style="list-style-type: none"> <li>•design an experiment to test the effects of evolution over time on a population.</li> <li>•predict the outcome of a population exposed to environmental factors.</li> </ul>

<b>3</b>	<p>The student will:</p> <ul style="list-style-type: none"> <li>•<b>explain how and why organisms change over time</b></li> <li>•<b>predict what genotypes/phenotypes may be present in the next generation</b></li> <li>•<b>describe the types of speciation</b></li> <li>•<b>be able to mathematically calculate if population is in an equilibrium</b></li> </ul> <p><b>Success - Students are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•Hardy Weinberg Lab - students will use the principles of Hardy Weinberg Equilibrium to calculate how populations change over time</li> <li>•Hardy Weinberg Quiz - students will calculate if a population is in equilibrium or not</li> <li>•End-of-Unit Assessment</li> </ul>
<b>2</b>	<p>The student will:</p> <ul style="list-style-type: none"> <li>•identify environmental factors that cause changes in behavior</li> <li>•use punnett squares to predict the outcome (crossing of two parental organisms)</li> <li>•explain how environmental changes lead to new species developing (prezygotic and postzygotic)</li> </ul>
<b>1</b>	With help, the student demonstrates the score 2.0 elements with partial success.
<b>Proficiency Scale Topic 3: Nervous System</b>	
<p>Standard(s):</p> <p>SC.HS.6.1 Gather, analyze, and communicate evidence of the relationship between structure and function in living things.</p> <p>SC HS.6.1.B Develop and use a model to illustrate the hierarchical organization of interacting systems that provide specific functions within multicellular organisms.</p>	
<b>4</b>	<p>In addition to Score 3.0</p> <ul style="list-style-type: none"> <li>•Select an environment and develop a nervous system suitable for the environment</li> <li>•Create a timeline over the course of life on earth and how animal behaviors have evolved over time</li> </ul>

3	<p>The student will:</p> <ul style="list-style-type: none"> <li>•detail the relationship between hormones and behavior in order to explain certain behaviors in animals.</li> <li>•compare/contrast the connection between the nervous system and behaviors of organisms.</li> </ul> <p><b>Success Criteria: Students are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•create a brain diagram and identify the parts of the brain and hormones that regulate the organism</li> <li>•complete the earthworm lab by testing the receptors and reactions of the organism</li> <li>•complete the human reaction lab testing how quickly different organisms processes information</li> <li>•successfully complete the summative test</li> </ul>
2	<p>The student will:</p> <ul style="list-style-type: none"> <li>•identify the parts of a neuron</li> <li>•describe in detail how the electrical charge flows within a neuron and information transmission</li> <li>•explain the types and functions of the receptors/nervous systems</li> <li>•benefits of the process of cephalization and the central processing center</li> <li>•explain the types of central and peripheral filters</li> <li>•explain what hormones trigger what behaviors in animals</li> </ul>
1	<p>With help, the student demonstrates the score 2.0 elements with partial success.</p>
<p><b>Proficiency Scale Topic 4: Migration/Navigation/Orientation</b></p>	
<p>Standard(s): SC.HS.7.2 Gather, analyze, and communicate evidence of interdependent relationships in ecosystems.</p>	
4	<p>In addition to Score 3.0</p> <p>The student will:</p> <ul style="list-style-type: none"> <li>•apply concepts affecting climate change today and how it is influencing migration in current times</li> <li>•explain how human behavior has influenced migration, navigation, and orientation of organisms; explain what would humans need to do to change these behaviors</li> </ul>

3	<p>The student will:</p> <ul style="list-style-type: none"> <li>•<b>Identify biological rhythms that occur in some organisms and relate these rhythms to migration/navigation/orientation.</b></li> </ul> <p><b>Success Criteria: Students are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•Develop a research presentation of an organism of interest to show how environmental factors influence migratory behavior, navigational behavior and orientation</li> <li>•Create a concept map of a organism of interest to expand understanding of migratory behavior, navigational behavior and orientation</li> <li>•Quiz to identify types of navigation and orientation</li> </ul>
2	<p>The student will:</p> <ul style="list-style-type: none"> <li>•define biological rhythms and how biological rhythms affect behaviors</li> <li>•explain reasons for migration and the causes for organisms to migrate</li> <li>•identify the types of orientation (negative taxis, positive taxis, kinesis) and how organisms use orientation for survival</li> <li>•identify the types of navigation (external referencing, pilot navigation, compass navigation, true navigation) and how organisms use navigation for survival</li> </ul>
1	<p>With help, the student demonstrates the score 2.0 elements with partial success.</p>
<p><b>Proficiency Scale Topic 5: Learning</b></p>	
<p>Standard(s): Standard(s): SC.HS.9.4 Gather, analyze, and communicate evidence of the inheritance and variation of traits.</p>	
4	<p>In addition to Score 3.0</p> <p>The student will:</p> <ul style="list-style-type: none"> <li>•develop a budget for taking care of an animal of your choice</li> <li>•design another experiment to train an organism of your choice</li> </ul>
3	<p>The student will:</p> <ul style="list-style-type: none"> <li>•<b>identify behaviors as either innate or learned in order to diagram observed behavior of an organism.</b></li> </ul> <p><b>Success Criteria: Students are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>•develop a concept map of the vocabulary for classical and operant learning</li> <li>•complete the mouse training lab following proper lab procedures and ethics</li> <li>•successfully complete the end-of-unit quiz</li> </ul>

<b>2</b>	<p>The student will:</p> <ul style="list-style-type: none"> <li>•differentiate between the innate and learned behaviors</li> <li>•differentiate between classical and operant learning</li> <li>•define - stimulus, reaction, habituation, fatigue, learning, contiguity, inhibition, active avoidance, passive avoidance, latent learning, observational learning, imitation, imprinting</li> <li>•explain the ethical responsibilities and husbandry for animals</li> </ul>
<b>1</b>	With help, the student demonstrates the score 2.0 elements with partial success.
<b>Proficiency Scale Topic 6: Communication</b>	
<p>Standard(s):  Standard(s): SC.HS.7.2 Gather, analyze, and communicate evidence of interdependent relationships in ecosystems.</p>	
<b>4</b>	<p>In addition to Score 3.0</p> <ul style="list-style-type: none"> <li>•Research the song patterns of two bird species.</li> </ul>
<b>3</b>	<p>The student will:</p> <ul style="list-style-type: none"> <li>•<b>recognize the importance of communication in animals in order to understand the survival of that organism.</b></li> <li>•<b>identify the four terms used to describe interaction depending on value</b></li> <li>•<b>differentiate the following types of recognition: species, class, neighbor, kin, individual</b></li> <li>•<b>differentiate between priming pheromones and signaling pheromones</b></li> </ul> <p><b>Success Criteria: Students are proficient with the learning goal when they can:</b></p> <ul style="list-style-type: none"> <li>*Provide and describe 3 examples of animal communication used for survival</li> <li>•Identify the 4 types of purposes for animal communication and give examples and descriptions</li> <li>•Complete a chart explaining the differences in the 5 types of animal recognition and include 2 examples of each type</li> <li>•Complete an organizer explaining the difference between priming pheromones and signaling pheromones</li> </ul>
<b>2</b>	<ul style="list-style-type: none"> <li>*define - signal, metacommunication, phenotype matching, information centers, communication</li> <li>*Identify the purpose of communication (recognition, reproduction, alarm, finding food)</li> <li>*Identify the types of communication (odor, sound, seismic vibration, touch, vision, electric field)</li> </ul>
<b>1</b>	With help, the student demonstrates the score 2.0 elements with partial success.