

**BOARD OF EDUCATION  
YUTAN PUBLIC SCHOOLS**

**High School Media Center  
January 10, 2024**

**AGENDA**

{{Name: Agenda Item Name}}

1. **Call to Order**
2. **Open Meetings Act**

This meeting will be conducted in accordance with the Nebraska Open Meetings Act. The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting at a location accessible to members of the public.
3. **Pledge of Allegiance**
4. **Roll Call**
5. **Excuse Absences of Board Members**
6. **Public Notice**

Per board policy 2008, advance notice of all board meetings, other than emergency meetings, shall be publicized 48 hours or more in advance of the meeting in a newspaper of general circulation in the district. Meeting notices may also be posted on the school district website and posted in three prominent places in the school district.

  - **Publication:** Meeting notice was published in the Wahoo Newspaper on Friday, December 29, 2023, and then again due to postponing the meeting in the Omaha World Herald on Wednesday, January 10, 2024.
  - **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools webpage on Wednesday, January 3, 2024, and then again at the same locations on Monday, January 8, 2024.
  - **Agenda:** The agenda is kept current and available for public inspection at the Superintendent's office during normal business hours, and is posted on the school website in advance of the scheduled meeting. The agenda may not be altered later than 24 hours prior to the beginning of the meeting. The order of the items on the agenda may be changed by the board at or during the meeting.
7. **Approval of the Agenda**
8. **Citizen Comments**

**Instructions for those who wish to speak during Citizen Comment:**  
The Board of Education recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted effectively and in an organized manner, a Citizen Comment period will be scheduled at some meetings. The Public Comment sign-in sheet is located on the table near the

entrance and your name and topic must be entered on the sheet prior to the start of the meeting. If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has complaint procedures to address such complaints and concerns. The Board requests that you follow the policy and procedures before commenting on these matters to the Board. Board members will not respond to any questions you ask or comments about individual staff members or students, but may direct your concerns to the appropriate administrator for further review. Each speaker shall be allowed a maximum of five minutes, and not more than twenty minutes will be allowed for a specific topic. Policy 2009-Public Participation at Board Meetings is made available in the meeting room.

Comments:

- Foundation Information:
- Booster Club Information:
- General Public Comments:

**9. Election of Board Officers**

As required by state statute, the board must reorganize each year by electing officers, appointing committees, and authorizing district representatives. The board will consider, discuss, and take all necessary action to elect officers for the 2024 calendar year:

- President
- Vice-President
- Secretary
- Treasurer

**10. Board Committee Assignments**

As part of the annual reorganization, the Board shall authorize committees to serve the interests of the board or as required by state statute. The President is authorized by board policy to make committee assignments. Committees for consideration:

- Committee on American Civics
- Facilities Committee
- Finance Committee
- Negotiations Committee
- Transportation Committee
- Curriculum Committee
- Public Relations Committee

**11. Administrative Reports**

Written reports have been submitted from the elementary principal, jr/sr high school principal, activities director, student services director, and superintendent. The written reports are attached for review, but the administrators will forgo their usual monthly report summary to present a joint report on student achievement data and other information.

- Administrative Presentation

## 12. **Consent Agenda**

The Consent Agenda is used to help the efficiency of the meeting by allowing the Board to approve items such as prior meeting minutes, general business of noncontroversial nature, or routine communication. The Consent Agenda for this meeting includes:

- Minutes from the December 11, 2023 Board Meeting
- Treasurer's Report and Claims

## 13. **Committee Reports**

Reports from the following committee(s):

- Finance Committee
- Facilities Committee

## 14. **Business Items**

### 14.1. Annual Board Authorizations

The board will consider, discuss, and take all necessary action to authorize the following representatives or agents:

- Wahoo Newspaper and Omaha World-Herald: Newspapers of General Circulation
- KSB School Law and BairdHolm: School District Legal Counsel
- First State Bank of Yutan: General Depository
- Superintendent Rex Pfeil:
  - Custodian of all district financial accounts and funds.
  - District agent for state and federal programs and funds.
  - Non-discrimination compliance coordinator.
- Activities Director Josh Lynch: Title IX Coordinator.

### 14.2. Authorization to Sign Checks, Warrants, and Other Instruments

Board policy authorizes the President and Secretary to sign checks, warrants, and other instruments on behalf of the district. It has been the practice of the district to also delegate the Treasurer to sign and validate the same documents as part of the monthly claim approval process. The board will consider, discuss, and take all necessary action to approve the President, Secretary, and Treasurer to sign checks, warrants, and other instruments on behalf of the district.

### 14.3. Approval of Line of Credit

On an annual basis and upon Board approval, the district may access up to a \$1,000,000 line of credit from First State Bank-Yutan. The line of credit allows the district to borrow for short-term cash flow needs such as payroll and monthly claims. First State Bank offers the line of credit at a 6.75% interest rate. The Board will consider, discuss, and take all necessary action to authorize the Treasurer to sign for renewal of the annual line of credit and for Superintendent to act as custodian for the line of credit.

### 14.4. Preschool Tuition for 2024-25

On an annual basis, the BOE establishes the tuition rate for the preschool program. Tuition does not cover all the expenses of the program, but does help defray the cost of supplies, learning materials, and snacks. The administration is recommending increasing the preschool tuition cost from \$100 per month to \$120 per month for the 2024-25 school year. This increase will put YPS just below the

average cost of school districts in our area. The Board will discuss, consider, and take all necessary action to set preschool tuition for the 2024-25 school year.

#### 14.5. Review and/or Revise Policies

The following policies are subject to approval and/or revision as part of the monthly policy review process. The policies presented have been reviewed by the Superintendent and are current by state statute, legal specifications, or NDE requirements; or have been revised or new policies presented to be in alignment with state statute, legal recommendation, or state and federal requirements. The board will consider, discuss, and take necessary action to affirm existing policies or approve revised or new policies as presented.

- 2009-Public Participation at Board Meetings
- 4029-Salary Schedule for Certificated Employees
- 4041-Staff Dress and Appearance
- 4042-Employee Social Security Numbers
- 4043-Professional Boundaries Between Employees and Students
- 4044-Political Activity by Staff Members
- 4045-Milk Expression
- 4046-Internet Searches Regarding Potential Employees
- 4048-Assessment Administration and Security
- 4050-Overtime and Compensatory Time

#### 15. Discussion and Informational Items

Items for discussion, information, or consideration - no action to be taken:

- Strategic Planning with NASB
- DRAFT 2024-25 school calendar
- Option Enrollment Capacities - February 2024 Board meeting
- First Responders Training on Saturday 1-6
- Policies for review at the February Board meeting:
  - 4051-Use of Social Media by School District Employees
  - 4052-Job Reference to Prospective Employees
  - 4053-Conflict of Interest
  - 4054-Reporting Child Abuse or Neglect
  - 4055-Head Teacher
  - 4056-Resignation of Certificated Staff

#### 16. Next Board Meeting

The next regular monthly meeting of the Board is scheduled for February 12, 2024 at 6:00pm in the high school media center.

#### 17. Adjournment



**Students of the month:**

**PE Student of the month:** Congratulations Patrick Hebenstreit , our January PE student of the month

Mr. Thayer says: Patrick does a great job in class. He always comes in fired up and ready to go. He works hard on his skills and it shows when he's playing a game. Patrick is also a very good sport. He follows the rules and when the game is done, win or lose he says "good game". Because of his work ethic I know he will continue to do great things in athletics. Great Job Patrick!

**Art Student of the month:** Congratulations Thad Hull, our January Art student of the month

Mr. Portis says: Thad is an awesome young artist! He is enthusiastic when he walks into the room, and he puts so much thought and effort into his work. I'm always so amazed at all the extra details he adds to his art. Watching Thad work fills my heart with joy because I can see how much he enjoys it. Keep doing great things, Thad!

**Computer/Library Student of the month:** Congratulations Brynley Rath, our January Computer/Library student of the month. Mrs. Coleman says: Brynley Rath is my January Student of the Month. I can always depend on Brynley to listen and follow directions each week in class. She does a great job asking questions and participating in class discussions. I enjoy seeing her smiling face in class each week and checking out books in the library.

Keep up the great work Brynley!

**Music Student of the month:** Congratulations Allyson Krings, our January music student of the month

Mr. Gunter says: Allyson always comes into music with a smile on her face and energy to match. She does a wonderful job participating, singing, and showing leadership in the classroom. We are very proud of the work she has done in music! Great job Allyson!

**Above and Beyond Award:**

**The winner in January goes to Cari Bedlan. Angie Jennings has nominated her and has this to say about Mrs. Bedlan.** I would like to nominate Mrs. Bedlan as above and beyond. She does a tremendous job of building relationships with her students and cares about them outside of the school walls. She has high expectations for her students and wants them all to succeed. She always has a smile on her face and her arms are open for hugs. It has been an honor working alongside her. She truly goes above and beyond for her students but also the staff at Yutan Elementary.



# Ms. Novotny Jr / Sr High School Board Report



January 8, 2024

## Student & Staff Highlights

- Seniors in Government completed their mock trial, presenting their case to a jury. Students were very engaged in the process and enthusiastic about the learning. It was fun to see them learn and apply legal terms and constitutional rights. Thank you to Warren Mommsen and Joe Dolezal for serving as jury members.
- Introduction to Business Class created and executed a business plan to sell cookies to our elementary students. They did a great job in marketing, advertising, and executing their plan, and they sold out of product! The \$160 profit was donated to Ollie's Mission.
- We had our winter celebration of band, music, and art on December 18th. We honored the following seniors:
  - Art - Hailey Martin, Bryce Kolc, and Jovani Flores
  - Band - Joey Benjamin, Connor North, and Derek Wacker
  - Choir - Skylar Crews and Andi Nelson
- Students donated \$232 to Ollie's Mission to pie a staff member - Mr. Lynch on Wednesday before break during an assembly in the gym.
- National Honor Society Members helped unload and sort diapers at the Open Door Mission on Thursday, December 28th.
- Yutan Education Association held its annual spaghetti dinner on Friday, January 5th to raise money for senior scholarships.

## January Staff Member Above & Beyond Winner:

- I would like to nominate Mary Slepicka for this month's Above & Beyond Award. Mary is not only our Food Service Manager, she has been doing double duty helping to train 2 new employees in custodial and maintenance. She took Jeff under her wing this summer and showed him the ropes when Lori was out and has been helping Becky with numerous things while running two kitchens. Mary is a team player and is always willing to help out in any capacity. Thanks, Mary for all you do for both schools and for feeding our children.

## Character Building - December 12th Under the Surface Empathy Film

- On December 12th during AP, we had our students watch a powerful video that got our students to think beyond what they see. We never know what people are going through and sometimes we are very quick to judge. After the video, teachers had a discussion with students about what is empathy vs sympathy and why both are important. We also had students think about how they might treat others differently if they knew what they were going through.

### **TeamMates Update**

- Jill Hoellen has been a rockstar working to get everything set up to restart our program. She updated two current matches with all requirements met and they are meeting again. Three additional current matches are in the pipeline at various stages to get the paperwork completed. We are still actively recruiting mentors. Our next board meeting will be January 7, 2024



**Activities Department Board Report- January 2024**  
**Josh Lynch- Activities Director**

- Derek Wacker signed his Letter of Intent to play football at Nebraska on December 20th
- Boys Wrestling finished 3rd at the Fillmore Central invite
- NSAA District meetings are on Wednesday of this week
- NCC Wrestling and Basketball conference tournaments will be coming up later this month
- Thanks to Peyton Lewis and the girls and boys basketball teams for their work and efforts to get both high school locker rooms painted.

Superintendent Report  
Board of Education Meeting  
January 10, 2024

1. Legislative Issues Conference

- a. Monday, January 22, 2023 - Cornhusker Hotel, Lincoln
  - i. 8:00 AM - Registration
  - ii. 8:30 AM - Welcome and Introductions - Sandy Noffsinger, NASB President
  - iii. Presenters:
    1. Governor Pillen
    2. Senators Ibach and Hughes - 2024 Legislative Temperature Check
    3. Senator Sanders - Engagement
    4. Senator Bostar - Revenue Committee
    5. Senator Conrad - Education Committee
    6. Senator Brewer - School Safety
  - iv. Bill Overview - overview of potential bills that will have an impact on public education in Nebraska during this year's legislative session.
  - v. 12:00 PM - Lunch with the Senators
  - vi. 1:30 PM - Adjournment
- b. If you would like to attend, please contact Mr. Pfeil by January 15, 2024

2. Enrollment

- a. Attached to this report

3. Superintendent Leave review for semester 1

- a. Sick Days: 9/26, 10/16, 12/20 (.5)
- b. Vacation Days: 11/22, 11/24, 12/22, 12/26, 12/29

4. 65 Building Status

- a. Asbestos abatement is complete, and the remaining internal demolition is progressing well, but a little behind their initial schedule of being complete by January 8.

2023-24 Enrollment as of 1-8-2024				2023-24 Monthly Summary				
Grade	Enrollment	Change from Prior Month	Totals	8-18-2023	9-11-2023	10-9-2023	11-13-2023	12-11-2023
PreK	24	1	Total PreK: 24	25	25	25	25	25
K	41	1		42	42	43	42	42
1	31	-2		31	31	31	30	29
2	30	0		30	30	30	30	30
3	34	0		34	34	34	35	34
4	39	-1		40	40	40	39	38
5	39	0		39	39	39	39	39
6	40	-1	Total PK-6: 278	39	39	39	39	39
7	32	-1		32	32	32	32	31
8	47	1		47	47	46	47	48
9	27	0		27	27	27	27	27
10	39	0		39	39	39	39	39
11	31	-1		30	30	30	30	30
12	38	0		Total 7-12: 214	38	38	38	38
			Total K-12: 468	468	468	468	467	464
			Total PK-12: 492	493	493	493	492	489

Historic Enrollment 2007-08 to Present																	
YEAR	PK	KG	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	Total	Change from Previous Year	% Change from Previous Year
2023-2024	24	41	31	30	34	39	39	40	32	47	27	39	31	38	492	(-14)	(-2.77%)
2022-2023	27	32	32	34	42	37	41	36	50	30	41	29	38	37	506	(-25)	(-4.71%)
2021-2022	28	38	34	41	37	40	39	47	27	41	34	43	40	42	531	40	8.15%
2020-2021	29	39	40	32	38	33	46	29	39	28	40	29	41	28	491	11	2.29%
2019-2020	38	39	34	33	30	44	29	33	28	40	28	40	25	39	480	23	5.03%
2018-2019	38	35	29	30	41	22	29	26	44	27	38	29	41	28	457	(-9)	(-1.93%)
2017-2018	33	33	30	37	25	29	27	43	30	38	29	37	31	44	466	(-17)	(-3.52%)
2016-2017	36	35	39	28	30	29	43	30	36	32	36	28	41	40	483	6	1.26%
2015-2016	33	41	27	33	28	42	33	36	28	38	31	40	41	26	477	(-12)	(-2.45%)
2014-2015	42	31	31	29	41	34	36	26	36	30	41	42	26	44	489	12	2.52%
2013-2014	39	32	32	34	33	38	24	38	30	38	42	27	44	26	477	2	0.42%
2012-2013	25	49	33	34	38	22	37	30	36	44	25	43	24	35	475	3	0.64%
2011-2012	34	42	31	36	23	33	28	33	45	24	45	26	37	35	472	(-7)	(-1.46%)
2010-2011	34	38	36	23	31	30	35	44	26	45	23	40	33	41	479	21	4.59%
2009-2010	3	42	24	30	29	33	41	27	41	27	41	35	41	44	458	(-30)	(-6.15%)
2008-2009	26	25	31	29	36	39	26	43	29	43	36	39	46	40	488	8	1.67%
2007-2008	0	35	26	34	39	22	42	27	43	40	38	46	39	49	480		

Average Yearly Enrollment Growth:	0.22%
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**BOARD OF EDUCATION  
YUTAN PUBLIC SCHOOLS**

**BOARD MEETING  
High School Media Center  
December 11, 2023**

**AGENDA**

**1. Call to Order**

The meeting was called to order at 6:00pm by President A. Wacker.

**2. Open Meetings Act**

This meeting will be conducted in accordance with the Nebraska Open Meetings Act. The Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting at a location accessible to members of the public.

**3. Pledge of Allegiance**

**4. Roll Call**

Attendance Taken at 6:00pm

Judy Daniell:	Present
Dan Egr:	Present
Bill Hancock:	Absent
Gary Hollst:	Present
Adam Wacker:	Present
Eric Wilke:	Present

**5. Excuse Absences of Board Members**

Moved by Judy Daniell, seconded by Gary Hollst to excuse absent board members. Roll Call Vote: Daniell: Yes, Egr: No, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 4, No: 1, Absent: 1 Motion Carried

**6. Public Notice**

Per board policy 2008, advance notice of all board meetings, other than emergency meetings, shall be publicized 48 hours or more in advance of the meeting in a newspaper of general circulation in the district. Meeting notices may also be posted on the school district website and posted in three prominent places in the school district.

- **Publication:** Meeting notice was published in the Wahoo Newspaper on Friday, December 8, 2023.
- **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools webpage on Wednesday, December 6, 2023.

- **Agenda:** The agenda is kept current and available for public inspection at the Superintendent's office during normal business hours, and is posted on the school website in advance of the scheduled meeting. The agenda may not be altered later than 24 hours prior to the beginning of the meeting. The order of the items on the agenda may be changed by the board at or during the meeting.

Attendance Update Taken at 6:02pm

Bill Hancock: Present

## **7. Approval of the Agenda**

Moved by Eric Wilke, seconded by Gary Hollst to approve the agenda. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

## **8. Citizen Comments**

### **Instructions for those who wish to speak during Citizen Comment:**

The Board of Education recognizes the importance of citizen participation in school district matters. In order to assure citizens are heard and board meetings are conducted effectively and in an organized manner, a Citizen Comment period will be scheduled at some meetings. The Public Comment sign-in sheet is located on the table near the entrance and your name and topic must be entered on the sheet prior to the start of the meeting. If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has complaint procedures to address such complaints and concerns. The Board requests that you follow the policy and procedures before commenting on these matters to the Board. Board members will not respond to any questions you ask or comments about individual staff members or students, but may direct your concerns to the appropriate administrator for further review. Each speaker shall be allowed a maximum of five minutes, and not more than twenty minutes will be allowed for a specific topic. Policy 2009-Procedure for Addressing the Board is made available in the meeting room.

Public Comments:

- Foundation Information: None
- Booster Club Information: None
- General Public Comments: None

## **9. Administrative Reports**

Written reports have been submitted from the elementary principal, Jr/Sr high school principal, activities director, student services director, and superintendent. Each administrator will make comments on their respective report:

- Elementary Principal
- Jr/Sr High School Principal
- Activities Director
- Student Services Director
- Superintendent

## **10. Consent Agenda**

The Consent Agenda is used to help the efficiency of the meeting by allowing the Board to approve items such as prior meeting minutes, general business of noncontroversial nature, or routine communication. The Consent Agenda for this meeting includes:

1. Minutes from the November 13, 2023 Board Meeting
2. Treasurer's Report and Claims

Moved by Bill Hancock, seconded by Dan Egr to approve the consent agenda. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0  
Motion Carried

## **11. Committee Reports**

Reports from the following committee(s):

- Facilities Committee
  - Did not meet
- Finance Committee
  - Report from 12-5-2023 meeting

## **12. Business Items**

### **12.1. Strategic Planning Proposal**

In past work sessions, the Board has discussed employing the Nebraska Association of School Boards (NASB) to lead and facilitate strategic planning for the district. The strategic planning process ensures that common purpose and values are established for the school through a strategic vision for the next three to five years. The strategic plan is expressed through guiding principles, objectives, strategies, and performance indicators. These components can include, but are not limited to facilities, finance and budget, curriculum, programs, and services. These critical components validate for stakeholders the district is operating strategically and planning for the future and success of students. The board will consider, discuss, and take all necessary action to enter into an agreement with NASB to facilitate a strategic planning process.

Moved by Gary Hollst, seconded by Eric Wilke to approve the proposal from NASB to facilitate the strategic planning process. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

### **12.2. 2022-23 Annual Financial Audit**

School districts are required by state law to have a financial audit of all funds at the conclusion of each fiscal year - running from September 1 through August 31. Bergan KDV completed the audit and submitted their report by the statutory deadline of November 6th. The Board will consider, discuss, and take all necessary action to approve the audit.

Moved by Gary Hollst, seconded by Eric Wilke to approve the 2022-23 fiscal year audit

performed by Bergan KDV. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

### 12.3. Elementary Roof Replacement

The administration requested bids for the replacement of the elementary flat roof and shingled dormers. Bids were received from Boone Brothers Roofing, McKinnis Roofing, and Garland Roofing. Upon comparing options and details, the Facilities Committee recommends approving the base bid from Boone Brothers Roofing of \$388,150. The Board will consider, discuss, and take all necessary action to accept the base bid from Boone Brothers Roofing for the replacement of the elementary flat roof and shingled dormers.

Moved by Judy Daniell, seconded by Bill Hancock to approve the base bid from Boone Brothers of \$388,150 to replace the elementary flat roof and shingled dormers. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

### 12.4. Review and/or Revise Policies

The following policies are subject to approval and/or revision as part of the monthly policy review process. The policies presented have been reviewed by the Superintendent and are current by state statute, legal specifications, or NDE requirements; or have been revised or new policies presented to be in alignment with state statute, legal recommendation, or state and federal requirements. The board will consider, discuss, and take necessary action to affirm existing policies or approve revised or new policies as presented.

- 4032-Professional Growth
- 4034-Teacher Handbook
- 4037-Reduction in Force
- 4038-Classified Staff Defined
- 4039-Employment of Classified Staff

Moved by Gary Hollst, seconded by Dan Egr to approve the polices as presented. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

### 12.5. Superintendent Evaluation

Per state statute, the Board must evaluate the superintendent twice the first year of the contract, and once per year thereafter. The electronic evaluation process was facilitated by NASB. A self-evaluation was completed by Mr. Pfeil, and each board member then submitted their individual ratings and comments. Summary results were provided to all board members and Mr. Pfeil. With prior approval from Mr. Pfeil, the Board will review the evaluation results of Mr. Rex Pfeil for the first semester in open session. No formal roll call vote is required to approve or accept the results. The evaluation documents, board agenda, and meeting minutes will be placed in Mr. Pfeil's personnel file as a record of completion of the evaluation process.

## 13. Discussion and Informational Items

Items for discussion, information, or consideration - no action to be taken:

- State Education Conference Review
- Policies for review at the January 2024 board meeting
  - 4029-Salary Schedule for Certificated Employees
  - 4041-Staff Dress and Appearance
  - 4042-Employee Social Security Numbers
  - 4043-Professional Boundaries Between Employees and Students
  - 4044-Political Activity by Staff Members
  - 4045-Milk Expression
  - 4046-Internet Searches Regarding Potential Employees
  - 4048-Assessment Administration and Security
  - 4050-Overtime and Compensatory Time

#### **14. Next Board Meeting**

The next regular meeting of the Board is scheduled for January 8, 2024 at 6:00pm in the high school media center.

#### **15. Closed Session**

The Board of Education is authorized by state statute to hold closed sessions. Closed sessions may be held when clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual.

The Board will enter into Closed Session for the protection of the public interest to discuss negotiations.

Moved by Bill Hancock, seconded by Gary Hollst to enter Closed Session for the protection of the public interest to discuss negotiations. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

The board entered close session at 7:47pm. The board reconvened in open session at 8:18pm.

#### **16. Items From Closed Session**

The Board will take necessary action on the following item(s) from Closed Session:

- 2024-25 Negotiated Agreement between the Yutan Public Schools Board of Education and the Yutan Education Association.

Moved by Gary Hollst, seconded by Judy Daniell to ratify the negotiated agreement between the Board of Education and the Yutan Education Association for the 2024-25 contract year. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 6, No: 0 Motion Carried

#### **17. Adjournment**

Meeting was adjourned at 8:20pm.

YUTAN PUBLIC SCHOOLS									
FUND STATEMENT AND ACCOUNT BALANCES									
12/31/2023									
ACCOUNT	ACCOUNT #	BOOK BEG BALANCE	RECEIPTS	INTEREST	EXPENSES	TRANSFERS	BOOK END BALANCE	OUTSTANDING CHECKS	BANK STATEMENT BALANCE
<b>GENERAL FUND</b>									
CHECKING	467216	\$ 1,701,086.94	\$ 563,690.42	\$ 6,519.82	\$ 594,835.47		\$ 1,676,461.71	\$ 291.29	\$ 1,676,753.00
							\$ 1,676,461.71		\$ 1,676,753.00
							\$ 1,416,812.20	12/31/2022	
<b>DEPRECIATION FUND</b>									
CHECKING	467533	\$ 702,818.83		\$ 2,810.97	\$ 16,800.00		\$ 688,829.80		\$ 688,829.80
NLAF	9300749	\$ 1,041,060.61		\$ 4,486.59			\$ 1,045,547.20		\$ 1,045,547.20
							\$ 1,734,377.00		\$ 1,734,377.00
							\$ 1,539,847.40	12/31/2022	
<b>BOND FUND</b>									
CHECKING	910148304	\$ 1,017,603.29	\$ 9,781.98	\$ 3,639.48	\$ 202,371.25		\$ 828,653.50		\$ 828,653.50
							\$ 828,653.50		\$ 828,653.50
							\$ 658,536.28	12/31/2022	
<b>QCPUF FUND</b>									
CHECKING	910148293	\$ 635.09	\$ 13.51	\$ 2.58			\$ 651.18		\$ 651.18
							\$ 651.18		\$ 651.18
							\$ 105,595.99	12/31/2022	
<b>BUILDING FUND</b>									
CHECKING	689612	\$ 209,824.26	\$ 14,333.17	\$ 863.03			\$ 225,020.46		\$ 225,020.46
NLAF	9300012	\$ 629,004.50		\$ 2,710.78			\$ 631,715.28		\$ 631,715.28
							\$ 856,735.74		\$ 856,735.74
							\$ 847,747.86	12/31/2022	
<b>UNEMPLOYMENT FUND</b>									
SAVINGS	46945020	\$ 16,337.11		\$ 6.11			\$ 16,343.22		\$ 16,343.22
							\$ 16,343.22		\$ 16,343.22
							\$ 16,318.79	12/31/2022	
<b>ACTIVITY FUND</b>									
CHECKING	686097	\$ 95,536.09	\$ 21,221.74	\$ 402.21	\$ 34,867.90		\$ 82,292.14	\$ 11,765.03	\$ 94,057.17
							\$ 82,292.14		\$ 94,057.17
							\$ 104,092.89	12/31/2022	
<b>STUDENT FEE</b>									
SAVINGS	46855520	\$ 9,321.73		\$ 3.49			\$ 9,325.22		\$ 9,325.22
							\$ 9,325.22		\$ 9,325.22
							\$ 9,311.29	12/31/2022	
<b>EMPLOYEE BENEFIT FUND</b>									
CHECKING	467614	\$ 3,866.29	\$ 2,291.32		\$ 2,148.07		\$ 4,009.54		\$ 4,009.54
PAYFLEX	500301928	\$ 30,561.18	\$ 3,017.30		\$ 3,017.30		\$ 30,561.18		\$ 30,561.18
							\$ 34,570.72		\$ 34,570.72
							\$ 31,439.10	12/31/2022	
<b>LUNCH FUND</b>									
CHECKING	687371	\$ 217,277.69	\$ 31,821.50	\$ 889.49	\$ 32,539.16		\$ 217,449.52	\$ 145.55	\$ 217,595.07
							\$ 217,449.52		\$ 217,595.07
							\$ 211,192.48	12/31/2022	
<b>TOTAL ALL FUNDS</b>									
							\$ 5,456,859.95		\$ 5,469,061.82
							\$ 4,940,894.28	12/31/2022	
<b>TOTALS</b>		\$ 5,674,933.61	\$ 646,170.94	\$ 22,334.55	\$ 886,579.15	\$ -	\$ 5,456,859.95	\$ 12,201.87	\$ 5,469,061.82



## Yutan Public Schools

### December 2023 Revenue Report

Account	December Actuals	Adopted Budget	Actuals (YTD)	Available	% of Budget
01100 - Taxes Levied/Assessed by the School District	(\$177,133.90)	(\$3,911,450.00)	(\$1,185,980.05)	(\$2,725,469.95)	30.32%
01115 - Carline Taxes	\$0.00	(\$1,200.00)	(\$974.99)	(\$225.01)	81.25%
01120 - Public Power District Sales Taxes	\$0.00	(\$35,000.00)	(\$143.17)	(\$34,856.83)	0.41%
01125 - Motor Vehicle Taxes	(\$34,727.21)	(\$360,000.00)	(\$120,574.18)	(\$239,425.82)	33.49%
01370 - Preschool Tuition & Fees	(\$2,500.00)	(\$18,000.00)	(\$6,000.00)	(\$12,000.00)	33.33%
01510 - Interest on Investments	(\$6,519.82)	(\$1,500.00)	(\$32,658.72)	\$31,158.72	2177.25%
01910 - Other Rentals of School Equipment, Property, and Facilities	\$0.00		(\$263.44)	\$263.44	
01990 - Miscellaneous Local Revenue	\$0.00	(\$3,000.00)	\$0.00	(\$3,000.00)	0.00%
02110 - County Fines & License Fees	\$0.00	(\$15,500.00)	(\$6,070.91)	(\$9,429.09)	39.17%
02130 - Other County Receipts	\$0.00	(\$1,200.00)	\$0.00	(\$1,200.00)	0.00%
03110 - State Aid	(\$261,227.00)	(\$2,612,272.00)	(\$1,044,908.00)	(\$1,567,364.00)	40.00%
03120 - SPED (School Age)	(\$87,496.00)	(\$595,600.00)	(\$87,496.00)	(\$508,104.00)	14.69%
03180 - Pro-Rate Motor Vehicle	\$0.00	(\$6,800.00)	(\$1,129.80)	(\$5,670.20)	16.61%
03400 - State Apportionment	\$0.00	(\$71,000.00)	\$0.00	(\$71,000.00)	0.00%
03535 - Payment for High Ability Learners	\$0.00	(\$5,500.00)	(\$5,920.00)	\$420.00	107.64%
04310 - REAP	\$0.00	(\$18,700.00)	\$0.00	(\$18,700.00)	0.00%
04505 - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$0.00	(\$23,640.00)	\$0.00	(\$23,640.00)	0.00%
04518 - IDEA Part B (611) Base & Enrollment Poverty Allocation	\$0.00	(\$97,200.00)	\$0.00	(\$97,200.00)	0.00%
04525 - Federal Vocational & Applied Technology Education (Carl Perkins)	\$0.00	(\$3,650.00)	\$0.00	(\$3,650.00)	0.00%
04708 - Medicaid in Public Schools	\$0.00	(\$100.00)	(\$50.70)	(\$49.30)	50.70%
04709 - Medicaid Administrative Activities (MAAPS)	(\$466.31)	(\$2,500.00)	(\$810.22)	(\$1,689.78)	32.41%
05690 - Other Non-Revenue Receipts	(\$140.00)	(\$3,500.00)	(\$2,640.32)	(\$859.68)	75.44%
<b>Totals</b>	<b>\$ (570,210.24)</b>	<b>\$ (7,787,312.00)</b>	<b>\$ (2,495,620.50)</b>	<b>\$ (5,291,691.50)</b>	<b>32.05%</b>

**Yutan Public Schools**  
January 2024 Expense Report

Account	January Actuals	Adopted Budget	Actuals (YTD)	Available	% of Budget
01100 - Regular Instructions Programs	\$253,716.82	\$3,752,780.00	\$1,350,231.45	\$2,402,548.55	35.98%
01160 - Poverty Programs	\$9,052.78	\$115,996.00	\$45,264.19	\$70,731.81	39.02%
01190 - Early Childhood Educational Programs	\$7,239.32	\$105,205.00	\$36,392.99	\$68,812.01	34.59%
01200 - Special Education Instructional Programs - School Age	\$53,958.49	\$1,303,004.00	\$321,398.76	\$981,605.24	24.67%
01291 - Special Education Instructional Programs - Ages 3-5	\$0.00	\$8,500.00	\$0.00	\$8,500.00	0.00%
01292 - Special Education Instructional Programs - Ages 0-2	\$0.00	\$10,000.00	\$0.00	\$10,000.00	0.00%
02120 - Guidance Services	\$17,593.43	\$218,194.00	\$85,358.57	\$132,835.43	39.12%
02130 - Health Services	\$4,211.41	\$72,254.00	\$20,740.52	\$51,513.48	28.71%
02131 - Health Services - SPED - School Age	\$0.00	\$35,000.00	\$0.00	\$35,000.00	0.00%
02141 - Psychological Services - SPED - School Age	\$0.00	\$75,000.00	\$22,755.00	\$52,245.00	30.34%
02151 - Speech Pathology and Audiology Services - SPED - School Age	\$7,574.13	\$106,866.00	\$37,870.65	\$68,995.35	35.44%
02153 - Speech Pathology and Audiology Services - SPED - Ages 0-2	\$0.00	\$8,500.00	\$0.00	\$8,500.00	0.00%
02161 - Occupational Therapy-Related Services - SPED - School Age	\$0.00	\$31,000.00	\$20,661.36	\$10,338.64	66.65%
02162 - Occupational Therapy-Related Services - SPED - Ages 3-5	\$0.00	\$3,500.00	\$0.00	\$3,500.00	0.00%
02163 - Occupational Therapy-Related Services - SPED - Ages 0-2	\$0.00	\$3,500.00	\$0.00	\$3,500.00	0.00%
02171 - Physical Therapy-Related Services - SPED - School Age	\$384.75	\$7,500.00	\$1,478.25	\$6,021.75	19.71%
02172 - Physical Therapy-Related Services - SPED - Ages 3-5	\$0.00	\$1,500.00	\$0.00	\$1,500.00	0.00%
02173 - Physical Therapy-Related Services - SPED - Ages 0-2	\$263.25	\$2,500.00	\$587.25	\$1,912.75	23.49%
02181 - Visually Impaired-Related Services - SPED - School Age	\$0.00	\$10,000.00	\$184.60	\$9,815.40	1.85%
02190 - Support Services - Student - Other	\$15,996.80	\$255,501.00	\$101,077.33	\$154,423.67	39.56%
02211 - School Improvement	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%
02213 - Instructional Staff Training	\$0.00	\$5,500.00	\$0.00	\$5,500.00	0.00%
02220 - Library or Media Services	\$11,326.68	\$184,472.00	\$60,268.47	\$124,203.53	32.67%
02230 - Instruction-Related Technology	\$0.00	\$4,000.00	\$4,275.00	(\$275.00)	106.88%
02310 - Board of Education	\$5,221.44	\$35,000.00	\$14,040.01	\$20,959.99	40.11%
02320 - Executive Administration	\$23,327.85	\$289,606.00	\$117,820.87	\$171,785.13	40.68%
02330 - District Legal Services	\$37.50	\$50,000.00	\$6,880.40	\$43,119.60	13.76%
02410 - Office of the Principal	\$37,913.61	\$541,403.00	\$200,019.35	\$341,383.65	36.94%
02510 - Fiscal Services	\$19,206.30	\$257,530.00	\$83,069.11	\$174,460.89	32.26%
02610 - Operation of Buildings	\$37,705.30	\$612,500.00	\$189,251.88	\$423,248.12	30.90%
02620 - Maintenance of Buildings	\$15,857.16	\$309,048.00	\$81,267.54	\$227,780.46	26.30%
02630 - Care & Upkeep of Grounds	\$433.75	\$15,000.00	\$3,361.28	\$11,638.72	22.41%
02650 - Vehicle Operation, Maintenance & Purchasing (Other Than Student Transportation Vehicles)	\$0.00	\$2,500.00	\$0.00	\$2,500.00	0.00%
02710 - Vehicle Operation & Purchasing- Regular Education	\$7,943.99	\$364,516.00	\$58,271.96	\$306,244.04	15.99%
02712 - Vehicle Operation & Purchasing - School Age SPED	\$3,024.62	\$84,145.00	\$17,273.78	\$66,871.22	20.53%
02713 - Vehicle Operation & Purchasing - Ages 3-5 SPED	\$0.00	\$1,000.00	\$0.00	\$1,000.00	0.00%
02715 - Vehicle Operation & Purchasing - Ages 0-2 SPED	\$102.61	\$1,500.00	\$303.26	\$1,196.74	20.22%
03300 - Community Services Operations	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
03535 - High Ability Learners	\$881.17	\$17,913.00	\$4,405.84	\$13,507.16	24.60%
06200 - Federal Services - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$7,671.81	\$53,107.00	\$38,359.05	\$14,747.95	72.23%
06406 - Federal Services - IDEA Preschool (619) Base Allocation	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
06408 - Federal Services - IDEA Part B (611) Base & Enrollment Poverty Allocation - Birth Through Age 21	\$2,799.17	\$134,028.00	\$35,413.88	\$98,614.12	26.42%
06412 - Federal Services - IDEA Part B Proportionate Share	\$0.00	\$7,500.00	\$0.00	\$7,500.00	0.00%
06423 - Federal Services - IDEA Part B ARP Proportionate Share	\$0.00	\$5,000.00	\$0.00	\$5,000.00	0.00%
06700 - Federal Services - Federal Vocational & Applied Technology Education (Carl Perkins)	\$0.00	\$7,500.00	\$2,814.40	\$4,685.60	37.53%
06992 - REAP	\$0.00	\$18,700.00	\$0.00	\$18,700.00	0.00%
08000 - Transfers (Outgoing)	\$0.00	\$265,000.00	\$127,268.00	\$137,732.00	48.03%
<b>Totals</b>	<b>\$543,444.14</b>	<b>\$9,410,268.00</b>	<b>\$3,088,365.00</b>	<b>\$6,321,903.00</b>	<b>32.82%</b>

# Yutan Public Schools

## Check Report January 2024

Payee	Check Date	Check Number	Description	Type	Amount
ABC Termite & Pest Control	01/08/2024	22926	Pest Control	Accounts Payable	\$136.00
Accurate Locksmiths, Inc	01/08/2024	22927	Service call/Keys	Accounts Payable	\$222.25
ACT, Inc.	01/08/2024	22928	ACT Fall 2023	Accounts Payable	\$1,230.00
Albireo Energy	01/08/2024	22929	Call on temperature controls	Accounts Payable	\$832.00
Amazon Capital Services, Inc.	01/08/2024	22930	Sped Supplies	Accounts Payable	\$31.98
Amazon Capital Services, Inc.	01/08/2024	22930	TECH	Accounts Payable	\$632.00
Artificial Rain LLC	01/08/2024	22931	2024 Service Contract	Accounts Payable	\$185.00
Barjenbruch, Judy L	01/08/2024	22932	Reimburse-winter concert & family night	Accounts Payable	\$87.59
Brase Electrical Contracting Corp	01/08/2024	22933	Repair in HS Gym	Accounts Payable	\$1,033.16
City Of Yutan	01/08/2024	22934	Water Bills	Accounts Payable	\$955.29
Clean Up Containers, Inc.	01/08/2024	22935	Dumpster 65 BLDG	Accounts Payable	\$390.00
Column Software PBC	01/08/2024	22936	Board Notice # 421eUByVVAJOnzmtCWZkWahoo Newspaper	Accounts Payable	\$55.31
Column Software PBC	01/08/2024	22936	Board Notice-cjqdpUicUotowR2P6onoXClaims & MinutesWahoo Paper	Accounts Payable	\$397.14
Cubbys, Inc.	01/08/2024	22937	Gasoline	Accounts Payable	\$513.90
De Lage Landen Financial Services, Inc.	01/08/2024	22938	Copier Lease	Accounts Payable	\$1,201.85
Diode Technologies	01/08/2024	22939	Service call @ ELEM	Accounts Payable	\$120.00
Eakes	01/08/2024	22940	Printer Contracts	Accounts Payable	\$1,423.54
Egan Supply Co, Inc.	01/08/2024	22941	Auto Scrubber Supplies	Accounts Payable	\$28.78
Family Service Association Of Lincoln	01/08/2024	22942	Fall services provided by Shelby Ingersoll	Accounts Payable	\$6,020.00
First National Bank	01/08/2024	22943	December Visa Charges	Accounts Payable	\$1,203.89
Follett Content Solutions, LLC	01/08/2024	22944	Books ELEM Library	Accounts Payable	\$628.72
Follett Content Solutions, LLC	01/08/2024	22944	Books-ELEM Library	Accounts Payable	\$131.34
Follett Content Solutions, LLC	01/08/2024	22944	Books-HS Library	Accounts Payable	\$137.58
Harris School Solutions	01/08/2024	22945	AptaFund 4.1 ESS- 2024	Accounts Payable	\$7,636.30
Harris School Solutions	01/08/2024	22945	Check Stock Lunch Fund	Accounts Payable	\$310.20
Harris School Solutions	01/08/2024	22945	EOY Forms	Accounts Payable	\$103.40
Helm Service Inc	01/08/2024	22946	AC Repair	Accounts Payable	\$336.27
Helm Service Inc	01/08/2024	22946	ELEM Repairs	Accounts Payable	\$2,781.09
Helm Service Inc	01/08/2024	22946	HS Repairs	Accounts Payable	\$3,657.67
Helm Service Inc	01/08/2024	22946	Replace Filters in RTU's & Classrooms	Accounts Payable	\$2,059.20
Hoegh, Trevor L	01/08/2024	22947	Mileage	Accounts Payable	\$77.29
Hometown Leasing	01/08/2024	22948	Copier Lease-ELEM	Accounts Payable	\$359.22
Jurey, Lindsey N	01/08/2024	22949	Mileage	Accounts Payable	\$80.57
Konecky Oil, Inc.	01/08/2024	22950	DEF Fluid	Accounts Payable	\$135.44
KSB School Law	01/08/2024	22951	District Legal Services	Accounts Payable	\$37.50
Learn 2 Move	01/08/2024	22952	PT Services November	Accounts Payable	\$931.01
Lynch, Joshua S	01/08/2024	22953	Mileage	Accounts Payable	\$60.26
MCI	01/08/2024	22954	Long distance services	Accounts Payable	\$67.55
Menards	01/08/2024	22955	Supplies-maintenance	Accounts Payable	\$84.62
Metropolitan Utilities District	01/08/2024	22956	Natural Gas Bills	Accounts Payable	\$4,946.00
Midwest Alarm Services	01/08/2024	22957	service call	Accounts Payable	\$74.16
Midwest Alarm Services	01/08/2024	22957	System Inspections	Accounts Payable	\$684.66
My Central Supply	01/08/2024	22958	Grounds supplies	Accounts Payable	\$248.75

Nebraska Association for Curriculum, Instruction &	01/08/2024	22959	Membership Dues-SN	Accounts Payable	\$40.00
Nebraska Safety Center	01/08/2024	22960	Category C-School Bus Endorsement (5hr)	Accounts Payable	\$230.00
Novotny, Stefanie E	01/08/2024	22961	Mileage	Accounts Payable	\$332.09
One Source	01/08/2024	22962	Background Checks	Accounts Payable	\$34.00
OPPD	01/08/2024	22963	Electric Bills	Accounts Payable	\$10,525.85
Pfeil, Rex	01/08/2024	22964	Mileage/Phone Allowance	Accounts Payable	\$142.84
Raka Rentals	01/08/2024	22965	Scissor Lift Rental	Accounts Payable	\$588.33
Sparq Data Solutions	01/08/2024	22966	Sparq Software-24-25	Accounts Payable	\$4,712.00
TNT Cleaning Service	01/08/2024	22967	Cleaning Service	Accounts Payable	\$8,100.00
Units of Omaha	01/08/2024	22968	Pod Rental	Accounts Payable	\$185.00
Wahoo-Waverly-Ashland	01/08/2024	22969	Board Notices ACCT# 860000001003634	Accounts Payable	\$56.99
Waste Connections Of Ne, Inc.	01/08/2024	22970	Trash Services-ELEM	Accounts Payable	\$330.52
Waste Connections Of Ne, Inc.	01/08/2024	22970	Trash Services-HS	Accounts Payable	\$514.14
Windstream	01/08/2024	22971	Phone Services-ELEM	Accounts Payable	\$157.89
Windstream	01/08/2024	22971	Phone Services-HS	Accounts Payable	\$161.23
Yutan Lunch Fund	01/08/2024	22972	PreK snacks	Accounts Payable	\$890.31
<b>Total Accounts Payable General Fund</b>					<b>\$69,269.67</b>
AFLAC	01/08/2024	22973	AFLAC Accident Plan (Pre-Tax)	Payroll Liability	\$235.82
AFLAC	01/08/2024	22973	AFLAC Cancer	Payroll Liability	\$40.36
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - EE & Children HSA NB Plan	Payroll Liability	\$1,252.20
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - EE & Children PPO NB Plan	Payroll Liability	\$1,458.90
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - EE & Children PPO PSBC Plan	Payroll Liability	\$2,917.80
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - EE & Spouse HSA NB Plan	Payroll Liability	\$1,421.40
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - EE & Spouse HSA PSBC Plan	Payroll Liability	\$1,421.40
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - EE & Spouse PPO NB Plan	Payroll Liability	\$1,656.03
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Family HSA NB Plan	Payroll Liability	\$5,725.71
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Family HSA PSBC Plan	Payroll Liability	\$17,177.13
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Family PPO BH Plan	Payroll Liability	\$2,223.63
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Family PPO NB Plan	Payroll Liability	\$13,341.78
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Family PPO PSBC Plan	Payroll Liability	\$8,894.52
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Single HSA BH Plan	Payroll Liability	\$1,353.68
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Single HSA PSBC Plan	Payroll Liability	\$3,384.20
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Single PPO BH Plan	Payroll Liability	\$1,577.22
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Single PPO NB Plan	Payroll Liability	\$3,154.44
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Benefit - Single PPO PSBC Plan	Payroll Liability	\$2,365.83
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Dental - EE & Children	Payroll Liability	\$172.77
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Dental - EE & Spouse	Payroll Liability	\$29.54
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Dental - Family	Payroll Liability	\$526.39
Blue Cross / Blue Shield	01/08/2024	22974	BCBS Dental - Single	Payroll Liability	\$738.50
Blue Cross / Blue Shield	01/08/2024	22974	Section 125 Dental	Payroll Liability	\$996.52
Clear Recovery, Inc.	01/08/2024	22975	Clear Recovery, Inc. Garnishment	Payroll Liability	\$723.72
First State Bank - State Taxes	01/08/2024	22976	State Withholding - NE	Payroll Liability	\$11,537.87
First State Bank - Payroll Taxes	01/08/2024	22977	Federal Withholding	Payroll Liability	\$23,513.43
First State Bank - Payroll Taxes	01/08/2024	22977	FICA	Payroll Liability	\$41,436.42
First State Bank - Payroll Taxes	01/08/2024	22977	Medicare	Payroll Liability	\$9,690.82
Legal Shield	01/08/2024	22978	Legal Shield	Payroll Liability	\$112.60
Retirement Plan Consultants LLC	01/08/2024	22979	403b % (Traditional)	Payroll Liability	\$518.97
Retirement Plan Consultants LLC	01/08/2024	22979	403b % Roth	Payroll Liability	\$352.02

Retirement Plan Consultants LLC	01/08/2024	22979	403b (Traditional)	Payroll Liability	\$4,353.31
Retirement Plan Consultants LLC	01/08/2024	22979	403b Roth	Payroll Liability	\$225.00
State Of Nebraska NPERS	01/08/2024	22980	NPERS	Payroll Liability	\$62,794.57
Yutan Employee Benefits Fund	01/08/2024	22981	Horace Mann Life Insurance	Payroll Liability	\$109.90
Yutan Employee Benefits Fund	01/08/2024	22981	Madison Life LTD EE	Payroll Liability	\$1,727.74
Yutan Employee Benefits Fund	01/08/2024	22981	VSP Vision - Emp + Children	Payroll Liability	\$60.00
Yutan Employee Benefits Fund	01/08/2024	22981	VSP Vision - Emp + Spouse	Payroll Liability	\$55.68
Yutan Employee Benefits Fund	01/08/2024	22981	VSP Vision - Family	Payroll Liability	\$249.60
Yutan Employee Benefits Fund	01/08/2024	22981	VSP Vision - Single	Payroll Liability	\$103.20
Yutan Flex Account	01/08/2024	22982	Dependent Care	Payroll Liability	\$1,999.97
Yutan Flex Account	01/08/2024	22982	Medical Flex	Payroll Liability	\$1,017.33
Yutan School Lunch	01/08/2024	22983	Lunch Deduction	Payroll Liability	\$1,205.00
DirectDep- First State Bank	01/08/2024	EFT	Direct Deposit	Payroll Liability	\$232,980.12
HSA Bank	01/08/2024	EFT	HSA Bank Benefit	Payroll Liability	\$7,341.43
<b>Total Payroll General Fund</b>					<b>\$474,174.47</b>
<b>TOTAL GENERAL FUND</b>					<b>\$543,444.14</b>
Egan Supply Co, Inc.	01/08/2024	6710	ELEM Dish Machine	Accounts Payable	\$350.00
Egan Supply Co, Inc.	01/08/2024	6710	HS Dish Machine Lease	Accounts Payable	\$275.19
First National Bank	01/08/2024	6711	Vlsa Charges	Accounts Payable	\$139.26
Hiland Dairy	01/08/2024	6712	Milk-ELEM	Accounts Payable	\$923.93
Hiland Dairy	01/08/2024	6712	Milk-HS	Accounts Payable	\$603.70
Marking Refrigeration, Inc	01/08/2024	6713	Service Call -ELEM Freezer	Accounts Payable	\$957.25
Martin Bros.	01/08/2024	6714	ELEM-Lunch	Accounts Payable	\$3,939.78
Martin Bros.	01/08/2024	6714	HS Lunch	Accounts Payable	\$4,386.34
Nebraska Food Distribution Program	01/08/2024	6715	Delivery Fee for Commodities	Accounts Payable	\$26.58
<b>Total Accounts Payable Lunch Fund</b>					<b>\$11,602.03</b>
AFLAC	01/08/2024	6716	AFLAC Accident Plan (Post-Tax)	Payroll Liability	\$5.15
AFLAC	01/08/2024	6716	AFLAC Accident Plan (Pre-Tax)	Payroll Liability	\$166.53
Blue Cross / Blue Shield	01/08/2024	6717	Section 125 Dental	Payroll Liability	\$29.54
Blue Cross / Blue Shield	01/08/2024	6717	Section 125 Plan	Payroll Liability	\$661.82
First State Bank - State Taxes	01/08/2024	6718	State Withholding - NE	Payroll Liability	\$130.86
First State Bank - Payroll Taxes	01/08/2024	6719	Federal Withholding	Payroll Liability	\$150.02
First State Bank - Payroll Taxes	01/08/2024	6719	FICA	Payroll Liability	\$1,186.54
First State Bank - Payroll Taxes	01/08/2024	6719	Medicare	Payroll Liability	\$277.52
Retirement Plan Consultants LLC	01/08/2024	6720	403b (Traditional)	Payroll Liability	\$50.00
State Of Nebraska NPERS	01/08/2024	6721	NPERS	Payroll Liability	\$1,720.94
Yutan Employee Benefits Fund	01/08/2024	6722	VSP Vision - Emp + Spouse	Payroll Liability	\$18.56
DirectDep- First State Bank	01/08/2024	EFT	Direct Deposit	Payroll Liability	\$7,644.69
<b>Total Payroll Lunch Fund</b>					<b>\$12,042.17</b>
<b>TOTAL LUNCH FUND</b>					<b>\$23,644.20</b>
Peitzmeier Demolition & Concrete Cutting, INC	01/08/2024	231	65 Building Demolition	Accounts Payable	\$53,570.00
<b>Total Accounts Payable Special Building Fund</b>					<b>\$53,570.00</b>

<b>TOTAL SPECIAL BUILDING FUND</b>					<b>\$53,570.00</b>
Scholz Small Engine	01/08/2024	448	Supplies/Repairs	Accounts Payable	\$1,395.07
<b>Total Accounts Payable Depreciation Fund</b>					<b>\$1,395.07</b>
<b>TOTAL DEPRECIATION FUND</b>					<b>\$1,395.07</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 12/01/2023 to 12/31/2023.

Activity ID Site ID	Activity Name Site Name		Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>1005</b>			<b>Chromebook</b>					
YPS			Yutan Public Schools					
029044	Void	12/27/2023	Acer Service Corporation			109910US, 109923US	Chromebook Repair	-539.98
029068	Cleared	12/08/2023	FIRST NATIONAL BANK			2023-Nov	November Visa Charges	1,979.03
029112	Printed	12/27/2023	Acer Service Corporation			109974US	Chromebook Repair	180.89
<b>Total:</b>								<b>\$ 1,619.94</b>
<b>1020</b>			<b>Dual Credit/SENCAP</b>					
YPS			Yutan Public Schools					
029107	Printed	12/21/2023	SOUTHEAST COMMUNITY COLLEGE		37361		Fall SENCAP Courses	9,698.14
<b>Total:</b>								<b>\$ 9,698.14</b>
<b>110</b>			<b>Basketball- Girls</b>					
YPS			Yutan Public Schools					
029073	Cleared	12/12/2023	CHRIS EISCHEID		121223		V G/B BB Official-12/12	80.00
029074	Cleared	12/12/2023	JEREMY WINN		12122023		V G/B BB Official-12/12	80.00
029075	Cleared	12/12/2023	BRIAN ARVIN		121223		V G/B BB Official-12/12	80.00
029076	Cleared	12/12/2023	JAYSON FORD		121223		JV GBB Official-12/12	60.00
029077	Cleared	12/12/2023	AUSTAN HAYNES		121223		JV GBB Official-12/12	60.00
029086	Cleared	12/14/2023	CHRIS JANDA		121523		V G/B BB Official-12/15	80.00
029087	Cleared	12/14/2023	AARON DUEKER		121523		V G/B BB Official-12/15	80.00
029088	Cleared	12/14/2023	VERNON BREAKFIELD		121523		V G/B BB Official-12/15	80.00
029091	Cleared	12/14/2023	JERRY WELLWOOD		121523		JV GBB Official-12/15	60.00
029096	Cleared	12/18/2023	Chuck Leonard		121923		JV GBB Official-12/19	60.00
029097	Printed	12/18/2023	JOHN VEJVODA		121923		JV GBB Official-12/19	60.00
029100	Printed	12/18/2023	Nicole Wagner		121923		V G/B BB Official-12/19	80.00
029101	Cleared	12/18/2023	Larry Russell		121923		V G/B BB Official-12/19	80.00
029102	Printed	12/18/2023	TRAVIS UNZICKER		121923		V G/B BB Official-12/19	80.00
029108	Cleared	12/21/2023	JOHN BENSON		121523		JV GBB Official-12/15	60.00
<b>Total:</b>								<b>\$ 1,080.00</b>
<b>115</b>			<b>Basketball- Girls Fundraising</b>					
YPS			Yutan Public Schools					
029062	Cleared	12/05/2023	BSN SPORTS		923831485		GBB Jerseys	325.00
<b>Total:</b>								<b>\$ 325.00</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 12/01/2023 to 12/31/2023.

Activity ID Site ID	Activity Name Site Name	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>120</b>	<b>Basketball- Boys</b>						
YPS	Yutan Public Schools						
029036	Void	12/05/2023	Josh Harper		11302023	JH BBB Official- 11/30	-120.00
029039	Void	12/05/2023	TOM HINRICHS		12022023	JH BBB Official- 12/2	-120.00
029048	Void	12/05/2023	JOHN BENSON		12022023	JV BBB Official-12/2	-60.00
029057	Cleared	12/05/2023	Bob Heimann		11302023	JH BBB OFFICIAL-11/30	120.00
029060	Cleared	12/05/2023	SEAN JOHNSTON		12022023	JV BBB Official-12/2	60.00
029061	Cleared	12/05/2023	Lucas Roth		12022023	JH BBB Official- 12/2	120.00
029073	Cleared	12/12/2023	CHRIS EISCHEID		121223	V G/B BB Official-12/12	80.00
029074	Cleared	12/12/2023	JEREMY WINN		12122023	V G/B BB Official-12/12	80.00
029075	Cleared	12/12/2023	BRIAN ARVIN		121223	V G/B BB Official-12/12	80.00
029078	Cleared	12/12/2023	Bob Heimann		121223	JV BBB Official- 12/12	60.00
029083	Cleared	12/13/2023	CHAD METZGER		121423	JH BBB Official-12/14	120.00
029084	Cleared	12/13/2023	Chuck Leonard		121423	JH BBB Official-12/14	120.00
029086	Cleared	12/14/2023	CHRIS JANDA		121523	V G/B BB Official-12/15	80.00
029087	Cleared	12/14/2023	AARON DUEKER		121523	V G/B BB Official-12/15	80.00
029088	Cleared	12/14/2023	VERNON BREAKFIELD		121523	V G/B BB Official-12/15	80.00
029089	Printed	12/14/2023	AUSTAN HAYNES		121523	JV BBB Official-12/15	60.00
029090	Cleared	12/14/2023	BRAD GARLOCK		121523	JV BBB Official-12/15	60.00
029093	Cleared	12/14/2023	DAN BECKER		121623	JH BBB Official-12/16	80.00
029094	Cleared	12/14/2023	BRYAN GONZALEZ		121623	JH BBB Official-12/16	80.00
029098	Cleared	12/18/2023	DAVE DAVIS		121923	JV BBB Official-12/19	60.00
029099	Cleared	12/18/2023	CONNER HEISE		121923	JV BBB Official-12/19	60.00
029100	Printed	12/18/2023	Nicole Wagner		121923	V G/B BB Official-12/19	80.00
029101	Cleared	12/18/2023	Larry Russell		121923	V G/B BB Official-12/19	80.00
029102	Printed	12/18/2023	TRAVIS UNZICKER		121923	V G/B BB Official-12/19	80.00
029109	Printed	12/21/2023	Ben Searl		121223	JV BBB Official-12/12	60.00
<b>Total:</b>							<b>\$ 1,480.00</b>
<b>125</b>	<b>Basketball-Boys- Fundraising</b>						
YPS	Yutan Public Schools						
029067	Cleared	12/08/2023	U.S. BANK		2023-11	November Visa Charges	237.40
<b>Total:</b>							<b>\$ 237.40</b>
<b>160</b>	<b>Softball</b>						
YPS	Yutan Public Schools						
029056	Cleared	12/05/2023	Jayden Wood		FALL23	Van Driving for Softball	220.00
<b>Total:</b>							<b>\$ 220.00</b>
<b>180</b>	<b>Volleyball</b>						
YPS	Yutan Public Schools						
029085	Cleared	12/13/2023	Amy Tichota		1182023	Reimburse for State VB meal	242.74
<b>Total:</b>							<b>\$ 242.74</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 12/01/2023 to 12/31/2023.

Activity ID Site ID	Activity Name Site Name	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>190 Wrestling</b>							
YPS Yutan Public Schools							
029064	Cleared	12/05/2023	FRIEND PUBLIC SCHOOL		12022023	BWR Entry-12/2	195.00
029065	Cleared	12/05/2023	BENNINGTON HIGH SCHOOL		12022023	GWR Entry- 12/2	125.00
029066	Cleared	12/06/2023	RUSS AKEN		12072023	B/G WR Official-12/7	250.00
029071	Printed	12/12/2023	WEST POINT PUBLIC SCHOOLS		120923	GWR Tournament Entry-12/9	125.00
029072	Cleared	12/12/2023	OSCEOLA PUBLIC SCHOOL		120923	BWR Tournament Entry-12/9	150.00
029104	Printed	12/21/2023	LOGAN VIEW PUBLIC SCHOOLS		12162023	BWR Entry-12/16	150.00
029105	Printed	12/21/2023	Skutt Catholic High School		12162023	GWR Entry-12/16	150.00
029106	Printed	12/21/2023	WAHOO PUBLIC SCHOOLS		1212023	GWR Entry-12/15	115.00
<b>Total:</b>							<b>\$ 1,260.00</b>
<b>195 Wrestling- Fundraising</b>							
YPS Yutan Public Schools							
029053	Cleared	12/05/2023	MECA		State24	Group Wrestling Tickets	1,968.50
029062	Cleared	12/05/2023	BSN SPORTS		923831485	GBB Jerseys	540.60
<b>Total:</b>							<b>\$ 2,509.10</b>
<b>220 General Athletics</b>							
YPS Yutan Public Schools							
029055	Cleared	12/05/2023	HOLIDAY INN KEARNEY		98504	AD Conference-JL	229.90
029082	Cleared	12/13/2023	HUDL		H00057855	HUDL AD Package-2024	8,000.00
029110	Cleared	12/21/2023	DIVERSIFIED DRUG TESTING		18900	December Drug Testing	379.00
<b>Total:</b>							<b>\$ 8,608.90</b>
<b>310 Journalism</b>							
YPS Yutan Public Schools							
029054	Cleared	12/05/2023	PUBLICATION PRINTING OF NEBRASKA, INC.		1123102	CHIEFTAIN TIMES	844.60
<b>Total:</b>							<b>\$ 844.60</b>
<b>320 Music- Instrumental</b>							
YPS Yutan Public Schools							
029042	Void	12/08/2023	Columbus High School		11132023	Honor Band Entry-11/11	-270.00
029069	Cleared	12/08/2023	Columbus Public Schools		11132023	Honor Band Entry-11/11	270.00
029111	Printed	12/21/2023	STANTON MUSIC BOOSTERS		#1	2024 Honor Festival	300.00
<b>Total:</b>							<b>\$ 300.00</b>
<b>330 Music- Vocal</b>							
YPS Yutan Public Schools							
029111	Printed	12/21/2023	STANTON MUSIC BOOSTERS		#1	2024 Honor Festival	210.00
<b>Total:</b>							<b>\$ 210.00</b>

# Check Summary

Sorted by Activity ID, Site ID.  
From 12/01/2023 to 12/31/2023.

Activity ID Site ID	Activity Name Site Name		Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<b>365</b>	<b>Play Production-Fundraising</b>							
YPS	Yutan Public Schools							
029103	Cleared	12/18/2023	MATT GUNTER		121523		Pizza for One Act	65.50
<b>Total:</b>								<b>\$ 65.50</b>
<b>460</b>	<b>Student Council- High School</b>							
YPS	Yutan Public Schools							
029067	Cleared	12/08/2023	U.S. BANK		2023-11		November Visa Charges	147.71
029080	Cleared	12/12/2023	MARTIN BROS		1268143		Vending Machine	100.34
<b>Total:</b>								<b>\$ 248.05</b>
<b>840</b>	<b>Music- Instrumental</b>							
YPS	Yutan Public Schools							
029063	Cleared	12/05/2023	DIETZE MUSIC HOUSE, INC.		QZ9187, QZ7800		Band Supplies	68.53
<b>Total:</b>								<b>\$ 68.53</b>
<b>980</b>	<b>Seed Money</b>							
YPS	Yutan Public Schools							
029059	Cleared	12/05/2023	YUTAN PUBLIC SCHOOL		12012023		GATE BOX SEED MONEY 12/4-12-9	450.00
029070	Cleared	12/11/2023	YUTAN PUBLIC SCHOOL		12082023		Gate Box Seed Money- 12/11-12/16	2,700.00
029095	Cleared	12/18/2023	YUTAN PUBLIC SCHOOL		12152023		Gate Box Seed Money- 12/18-1/6	2,700.00
<b>Total:</b>								<b>\$ 5,850.00</b>
<b>Report Total :</b>								<b>34,867.90</b>

# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 12/01/2023 to 12/31/2023.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID			Tax Amount		
Tax Name			Tax Activity					
<b>YPS Yutan Public Schools</b>								
000889	12/04/2023		000903		Gate Proceeds			JH BBB Gate-11/2
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					424.00	0.00	424.00
								Total For 000889: 874.00
000890	12/04/2023		000904		Students			JH Dance-12/1
460	Student Council- High School					589.25	0.00	589.25
								Total For 000890: 589.25
000891	12/04/2023		000905		ORD, OAKLAND			District FB Proceeds-
140	Football					2,048.66	0.00	2,048.66
								Total For 000891: 2,048.66
000892	12/04/2023		000906		Jake Thompson			Key Fob Deposit
930	Weight Room					15.00	0.00	15.00
								Total For 000892: 15.00
000893	12/04/2023		000907		Gate Proceeds			JH BBB Gate-11/30
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					341.00	0.00	341.00
								Total For 000893: 791.00
000894	12/04/2023		000908		Gate Proceeds			JV GBB/V G/B BB-Gate- 12/2
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					707.00	0.00	707.00
								Total For 000894: 1,157.00
000895	12/04/2023		000909		Gate Proceeds			JV BBB Gate-12/2
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					292.00	0.00	292.00
								Total For 000895: 742.00
000896	12/04/2023		000910		Students			Chromebook Damage
1005	Chromebook					200.00	0.00	200.00
								Total For 000896: 200.00
000897	12/04/2023		000911		Pepsi Machines			Pepsi Machine \$\$
530	Pop Machine					141.95	0.00	141.95
								Total For 000897: 141.95
000898	12/04/2023		000912		Mead Public School			Softball COOP
160	Softball					2,143.68	0.00	2,143.68
								Total For 000898: 2,143.68
000899	12/04/2023		000913		Ryzer			BBB Fundraising
125	Basketball-Boys- Fundraising					850.00	0.00	850.00
								Total For 000899: 850.00
000900	12/04/2023		000914		Lewis			Activity Pass- Family
220	General Athletics					125.00	0.00	125.00
								Total For 000900: 125.00
000901	12/08/2023		000915		Parents			State WR Ticket \$\$

# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 12/01/2023 to 12/31/2023.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID			Tax Amount		
	Tax Name		Tax Activity		Tax Rate %			
195	Wrestling- Fundraising					1,971.50	0.00	1,971.50
						Total For 000901:		1,971.50
000902	12/14/2023		000916		Gate Proceeds			WR Triangular Gate- 12/7
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					602.00	0.00	602.00
						Total For 000902:		1,052.00
000903	12/08/2023		000917		Students			Student Council Vending
460	Student Council- High School					310.00	0.00	310.00
						Total For 000903:		310.00
000904	12/08/2023		000918		Community Member			Training Center Membership/Key
930	Weight Room					215.00	0.00	215.00
						Total For 000904:		215.00
000905	12/19/2023		000919		Gate Proceeds			JH BBB Gate-12/14
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					451.00	0.00	451.00
						Total For 000905:		901.00
000906	12/19/2023		000920		Gate Proceeds			V B/G, JV G BB Gate-12/12
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					530.00	0.00	530.00
						Total For 000906:		980.00
000907	12/19/2023		000921		Gate Proceeds			JV BBB Gate-12/12
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					198.00	0.00	198.00
						Total For 000907:		648.00
000908	12/19/2023		000922		Students			ELEM Student Council School
450	Student Council- Elementary					223.50	0.00	223.50
						Total For 000908:		223.50
000909	12/18/2023		000923		Community Member			Training Center Fees
930	Weight Room					40.00	0.00	40.00
						Total For 000909:		40.00
000910	12/18/2023		000924		Gate Proceeds			JV/G, V G/B BB Gate-12/15
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					289.00	0.00	289.00
						Total For 000910:		739.00
000911	12/18/2023		000925		Gate Proceeds			JV BBB Gate-12/15
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					129.00	0.00	129.00
						Total For 000911:		579.00
000912	12/18/2023		000926		Gate Proceeds			JH BBB Gate-12/16
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					415.00	0.00	415.00
						Total For 000912:		865.00
000913	12/20/2023		000927		Ryzer			Clothing Inventory

# Receipt History

Detail report. Sorted by Site, Receipt Number.  
From 12/01/2023 to 12/31/2023.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID			Tax Amount		
	Tax Name		Tax Activity		Tax Rate %			
125	Basketball-Boys- Fundraising					500.00	0.00	500.00
						Total For 000913:		500.00
000914	12/21/2023		000928		SCHOOLS			
185	Volleyball- Fundraising					100.00	0.00	100.00
						Total For 000914:		100.00
000915	12/21/2023		000929		Students			
1020	Dual Credit/SENCAP					508.15	0.00	508.15
						Total For 000915:		508.15
000916	12/21/2023		000930		Parents			
220	General Athletics					125.00	0.00	125.00
						Total For 000916:		125.00
000917	12/21/2023		000931		Unrich			
1005	Chromebook					100.00	0.00	100.00
						Total For 000917:		100.00
000918	12/21/2023		000932		Gate Proceeds			
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					167.05	0.00	167.05
						Total For 000918:		617.05
000919	12/21/2023		000933		Gate Proceeds			
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					620.00	0.00	620.00
						Total For 000919:		1,070.00
000920	12/29/2023		000934		First State Bank			
950	Checking Interest					402.21	0.00	402.21
						Total For 000920:		402.21
						Site Total		21,623.95
						Report Total		21,623.95

## **2009 Public Participation at Board Meetings**

The board of education shall conduct its meetings in accordance with the Nebraska Open Meetings Act.

The board shall make reasonable efforts to accommodate the public's right to hear the discussions and testimony presented at its meetings. The board shall make available at the meeting, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed in open session of the meeting.

The board is not required to allow citizens to speak at each meeting, but it will provide the opportunity for public participation at least four times per year. The board may make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, photographing, or recording its meetings.

The board shall not require members of the public to identify themselves as a condition for admission to the meeting, nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. However, the board may require members of the public desiring to address the board to identify themselves.

### **Who May Address the Board**

- i. Residents of the district;
- ii. Employees of the district;
- iii. Students of the district;
- iv. Parents of a student who is enrolled in the district;
- v. Individuals who have been requested by the Superintendent or Board of Education to present on given subjects;
- vi. Non-residents of the district **wishing to make public comments about educational matters under the direct influence of the board of education.** ~~who have requested and received the permission of the Superintendent in the prescribed manner.~~

### **Items for Board Action**

Only Business Items on the published agenda will be acted on at any meeting, unless the board, by majority **and in accordance with Nebraska Revised Statute §84-1411(1e)**, agrees that an emergency exists and that an additional action item(s) should be placed on the agenda.

## **To Place an Item on the Agenda**

An applicant may request an item on the agenda by filing a written request with the Superintendent no later than the Wednesday preceding the regularly scheduled Board meeting. The written request should include the requestors name, address, contact information, any organization that is being represented, ~~if the item requires board action, the request should include pertinent background information leading to the request~~ **the purpose and rationale of the agenda item, action desired, and pertinent background information.** Requests to place an item on the agenda will be at the discretion of the Superintendent after consultation with the board President. The Superintendent or board President may refer the request to other administrators or the appropriate Board committee for further discussion or research.

## **Public Comment - Addressing the Board**

~~The board may allow visitors to speak on issues of their choice. Each speaker will generally be allowed five minutes to speak, but the Board by majority vote may increase or reduce this time period depending on the number of speakers.~~

Instructions for members of the public who wish to address the board:

- **Sign-In:** The Public Comment sign-in sheet is located on the table near the entrance. If you wish to address the board during the Public Comment agenda item, your name and topic must be entered on the sheet prior to the start of the meeting.
- **Getting Started:** During the Public Comment agenda item, those members of the public who signed in prior to the start of the meeting will be recognized by the President. When you have been recognized, please identify yourself. If you are representing an organization, please state the name of the organization you are representing.
- **Time Limit:** The board will allow a total of twenty minutes for the presentation of all public comments. Individuals may speak only one time, and must limit comments to five minutes. These time limits may be changed by a majority vote of the board members in attendance to extend the time for a specific item or speaker.
- **Personnel or Student Topic:** If you are planning to speak about a personnel or a student matter involving an individual, please understand that the district has a complaint policy and/or procedures to resolve such complaints and concerns. The board requests that you follow the policy

and procedures before addressing these matters with the Board. Board members will not respond to any questions you ask or comments about individual staff members or students.

- **General Rules:** This is a public meeting for the conduct of business. Comments from the audience while others are speaking will not be tolerated. Lewd, obscene, profane, slanderous, threatening and hostile conduct or statements and fighting words (words whose mere utterance entails a call to violence) will not be tolerated.
- **No Action by the Board:** The board will not act on any matter unless it is a Business Item on the published agenda or added as an emergency Business Item in accordance with Nebraska Revised Statute §84-1411(1e).

### **Circulation of Materials**

Any person who wished to distribute written or printed material during a Board meeting for review must submit the material to the Superintendent no later than the Wednesday preceding the regularly scheduled Board meeting for review and consideration.

Adopted on: 9-14-2020

Revised on: 1-8-2024

Reviewed on:

## 4029 Salary Schedule for Certificated Employees

The board of education recognizes the "salary schedule" and related provisions for compensation currently in effect resulting from negotiations between the board and the education association. This policy is intended to supplement the terms and conditions contained in the collective bargaining agreement. If there is any conflict between the terms of this policy and the collective bargaining agreement, the terms of the negotiated agreement shall control.

**Horizontal Advancement.** Teachers who wish to advance horizontally on the salary schedule must notify the superintendent in writing prior to June 1 of the preceding school year. ~~Transcripts of credits must be in the Office of the Superintendent of Schools by September 1, 2024, for verification of placement on the schedule. If transcripts are not received by this date, the Teacher placement on the salary schedule will be determined with the hours on file as of September 1, 2024. The teacher must furnish the superintendent with college transcripts by September 10 for the teacher to qualify to move horizontally on the salary schedule. If an institution will not issue an official transcript by September 10, the teacher must provide the superintendent with written confirmation by September 10 from a college official attesting that the teacher has satisfactorily completed the courses.~~

**Movement Past the BA Column.** ~~Teachers who wish to advance beyond the BA column on the salary schedule must take graduate-level courses from an accredited institution must be accepted in a Masters Program that relates to their teaching field, as determined by the superintendent. related to the teacher's professional field, the field of education, or the District's goals, which must be pre-approved in writing by the Superintendent. Approval by the Superintendent shall be based upon the instructional value of the courses to the individual and the District. Coursework up to and including the BA+27 column may or may not be in a formal advanced degree program. To advance to the MA column, a teacher must have completed graduate-level coursework in a formal degree program and have been awarded a Master's degree from an accredited institution. Teachers must inform the superintendent of their enrollment prior to the beginning of their class to discuss its work-related objectives.~~

**Movement Past the MA Column.** ~~Teachers who wish to advance beyond the MA column must be enrolled in coursework that relates to their teaching field, as determined by the superintendent. Teachers~~

~~must inform the superintendent of their enrollment prior to the beginning of their class to discuss its work-related objectives.~~ take graduate-level courses from an accredited institution related to the teacher's professional field, the field of education, or the District's goals, which must be pre-approved in writing by the Superintendent. Approval by the Superintendent shall be based upon the instructional value of the courses to the individual and the District.

**Superintendent's Review.** The superintendent shall review all requests for advancement on the salary schedule resulting from a teacher's acquiring additional teaching experience or for completion of college courses, and shall report all changes to the board of education annually.

**Vertical Advancement.** A teacher may advance only one step vertically on the schedule in any year.

Adopted on: 11-9-2020

Revised on: 1-8-2024

Reviewed on:

## **4041 Staff Dress and Appearance**

The attire worn by staff members conveys an important image to students and the general public. The appearance of professional staff members shall be appropriate to their assigned duties and indicative of their professional standing in the school and community.

### **I. Staff Expectations in Dress and Appearance**

#### **A. General Expectations in Dress and Appearance**

1. Certified staff, paraeducators, and office staff should generally dress in business casual attire that is clean and professional.
2. Custodial, maintenance, and transportation staff should dress in attire appropriate to the work they are performing.

#### **B. Unacceptable Forms of Dress and Appearance**

1. The following are examples of unprofessional attire which should not be worn by classroom staff during the traditional school day, when students or visitors are in attendance, or when the employee is supervising, directing, or coaching students when the public is in attendance:
  - For men: shirts without collars, unless the shirt can be deemed professional by other standards.
  - Athletic wear, including sweat, jogging and wind suits, except when teaching a physical education activity in the gymnasium, on a playing field, or at athletic or other activity practices.
  - Shorts, except when teaching physical education class or at athletic or other activity practices.
  - Blue jeans, except at athletic or other activity practices, or on days considered to be "dress down" days.
  - Hats, except when worn outside for sun coverage.
  - Rubber soled 'flip flop' thong sandals.
  - Any attire which is excessively wrinkled or torn, so that it is no longer neat and professional.
  - Any attire which is immodest or may distract other employees or students in the learning environment.

## **II. Enforcement**

The superintendent or principal shall maintain the discretion to make determinations on staff dress and appearance. Administrators may temporarily suspend all or a portion of the dress code when other factors support a lower dress expectation for school employees (e.g., special “casual days” or field days). Any violation of school policy and rules may result in disciplinary action.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 1-8-2024

## **4042**

### **Employee Social Security Numbers**

Nebraska law prohibits employers from using or publishing an employee's social security number except under certain specified circumstances. This district shall comply with this law and take reasonable steps to protect the confidentiality of employees' social security numbers. However, neither state law nor this policy prohibits the district from using the last four digits of an employee's social security number as an employee identification number or in any other reasonable manner.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 1-8-2024

## 4043

### **Professional Boundaries and Appropriate Relationships Between Employees and Students**

School district employees and student teachers or interns (“employees”) are responsible for conducting themselves professionally and for teaching and modeling high standards of behavior and civic values, both at and away from school. Employees are required to establish and maintain professional boundaries with students and must have appropriate relationships with students. They may be friendly with students, but they are the students’ teachers, not their friends, and they must take care to see that this line does not become blurred. This applies to employees’ conduct and interactions with students and to material they post on personal web sites and other social networking sites including, but not limited to, Instagram, Facebook, and Twitter. The posting or publication of messages or pictures or other images that diminish an employee’s professionalism or ability to maintain the respect of students and parents may impair his or her ability to be an effective employee. Employees are expected to behave at all times in a manner supportive of the best interests of students.

**Sexual Relationships Prohibited.** Employees are prohibited from engaging in any relationship that involves sexual contact or sexual penetration with a student while the student is a current student and for a minimum of one year after the date of the student's graduation or the date the student otherwise ceases enrollment. Sexual contact has the same meaning as in section 28-318, and sexual penetration has the same meaning as in section 28-318.

**Grooming Prohibited.** Employees are prohibited from engaging in grooming with students. Grooming means building trust with a student and individuals close to the student in an effort to gain access to and time alone with the student, with the ultimate goal of engaging in sexual contact or sexual penetration with the student, regardless of when in the student’s life the sexual contact or sexual penetration would take place.

Unless an employee can clearly and convincingly demonstrate a legitimate educational purpose, grooming behaviors and related conduct that are a violation of this policy include, but are not limited to:

- Communicating about sex when the discussion is not required by a specific aspect of the curriculum.
- Joking about matters involving sex, using double entendre or making suggestive remarks of a sexual nature.

- Displaying sexually inappropriate material or objects.
- Making any sexual advance, whether written, verbal, or physical or engaging in any activity of a sexual or romantic nature.
- Kissing of any kind.
- Dating a student or a former student within one year of the student graduating or otherwise leaving the district.
- Intruding on a student's personal space (e.g. by touching unnecessarily, moving too close, staring at a portion of the student's body, or engaging in other behavior that makes the student uncomfortable).
- Initiating unwanted physical contact with a student.
- Communicating electronically (e.g. by e-mail, text messaging, or through social media) on a matter that does not pertain to school.
- Playing favorites or permitting a specific student to engage in conduct that is not tolerated from other students.
- Discussing the employee's personal issues or problems that should normally be discussed with adults.
- Giving a student a gift of a personal nature.
- Giving a student a ride in the employee's vehicle without first obtaining the express permission of the student's parents or a school administrator.
- Taking a student on an outing without first obtaining the express permission of the student's parents or a school administrator.
- Inviting a student to the employee's residence without first obtaining the express permission of the student's parents and a school administrator.
- Going to a student's home when the student's parent or a proper chaperone is not present.
- Repeatedly seeking to be alone with a student.
- Being alone in a room with an individual student at school with the door closed.
- Any after-school hours activity with only one student.
- Any other behavior which exploits the special position of trust and authority between an employee and student.

This list is not exhaustive. Any behavior which exploits a student is unacceptable. If in doubt, ask yourself, "Would I be doing this if my family or colleagues were standing next to me?"

**Communication Between Employees and Students.** The preferred methods for employees to communicate with students are in-person, school-owned e-mail accounts, and other school owned accounts or platforms (such as Google Classroom or SeeSaw). Employee communications with students

through any communication system generally are to be sent simultaneously to multiple recipients and not just to one student. The burden to demonstrate the appropriateness of a communication with a student only shall rest with the employee.

**Reporting a Policy Violation.** Anyone may report suspected grooming, other unacceptable employee conduct, or any violation of this policy as follows:

- School District. Reports may be made to a principal, the superintendent, or the Title IX Coordinator in person, by mail, by telephone, or email.
- Nebraska Department of Education. Reports may be made at: Nebraska Department of Education, Attn: Certification Investigations' Office, P.O. Box 94933, Lincoln NE 68509 or [Nde.investigations@nebraska.gov](mailto:Nde.investigations@nebraska.gov).
- Nebraska Department of Health and Human Services. Reports may be made by calling the Child Abuse and Neglect Hotline at (800) 652-1999.
- Law Enforcement. Reports may be made to the Yutan Police Department by calling (402) 625-2468; the Saunders County Sheriff by calling (402) 443-1000; or the Nebraska State Patrol, Troop A-Omaha, by calling (402) 331-3333.

An employee is required to make a report to a principal or the superintendent if the employee reasonably believes that another employee has violated or may have violated this policy. Minor concerns or violations shall be reported within 24 hours. Major concerns or violations shall be reported immediately. Violations committed by or concerns about the superintendent shall be reported to the school board president.

A student who feels his or her boundaries have been violated should directly inform the offender that the conduct or communication is offensive and must stop. If the student does not wish to communicate directly with the offender or if direct communication has been ineffective, the student should report the conduct or communication to a teacher, administrator, counselor, the Title IX coordinator, or other school employee with whom she or he feels comfortable.

**Retaliation Prohibited.** Retaliation for good faith reports or complaints made as a result of this policy is prohibited. Individuals who knowingly and intentionally make a false report shall be subject to discipline as provided by district policy and state law.

**Policy Violations.** Any violation of this policy by an employee may result in disciplinary action up to and including termination or cancellation of employment, filing a report with law enforcement officials, and/or referral to the Nebraska Department of Education, **which may result in the suspension or revocation of the employee's certificate.** Any violation involving sexual or other abuse will result in referral to the Nebraska Department of Health and Human Services, law enforcement, or both.

**Policy Verification.** Employees shall verify that they have received, reviewed, and understood this policy by signing an acknowledgment document indicating the same.

**No Limits on Reports to NDE.** Nothing in this policy shall be construed to limit any certificated employee's duty to report any known violation of the standards of professional practices (Title 92, Nebraska Administrative Code, Chapter 27, commonly known as Rule 27) adopted by the Nebraska Board of Education.

Adopted on: 11-9-2020

Revised on: 1-8-2024

Reviewed on:

## **4044 Political Activity by Staff Members**

The Board recognizes its individual employees' rights of citizenship, including, but not limited to, engaging in political activities. An employee of the District may seek an elective office, provided that the staff member does not campaign on school property during working hours, and provided all other legal requirements are met. The District assumes no obligation beyond making such opportunities available.

The following activities are prohibited during an employee's work time (including duty-free lunch and planning periods):

1. Soliciting votes or contributions for or against a particular candidate or ballot proposition.
2. Discussing with students opinions regarding a political candidate or ballot proposition unless the topic is part of the approved curriculum.
3. Preparing, displaying, wearing or distributing campaign literature, materials, or signs for or against a candidate or ballot proposition (this prohibition does not apply to bumper stickers on personal vehicles).
4. Soliciting volunteers to assist with a campaign for or against a political candidate or ballot proposition.
5. Preparing for, organizing, or participating in any political meeting, petition, rally, or event.
6. Other prohibited political activity as defined by state law.

The following activities are prohibited at all times:

1. Using any school district resources including, but not limited to, facsimile machines, copy machines, computers or e-mail accounts, for political campaign activities.
2. Using school district property or facilities for any political campaign activities, unless such use is approved pursuant to school board rules or policy.

3. Spending district funds to urge votes to vote for or against a candidate or ballot proposition.
4. Requiring employees to engage in political campaign activities as part of their job duties.
5. Providing employees with additional compensation or benefits for engaging in political activities.
6. Representing an employee's personal political position as the position of the school district or the board of education.
7. Engaging in any other activity prohibited by state law.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 1-8-2024

## **4045 Milk Expression**

Except as otherwise provided by law, the district will provide reasonable break time for an employee who wishes to breastfeed or express breast milk for her nursing child ~~in a place~~ each time such employee has the need to do so. The district will provide a place, other than a bathroom, which is shielded from view and free from intrusion from co-workers and the public. These accommodations will be provided for one year after the child's birth, unless otherwise required by law.

Adopted on: 11-9-2020

Revised on: 1-8-2024

Reviewed on:

## 4046

### Internet Searches Regarding Potential Employees

Members of the administrative team or of a hiring committee (hereinafter "the committee") may conduct internet research about job applicants by using the following protocol, except that no criminal history record information check shall be made until the school district has determined that the applicant meets the minimum employment qualifications:

1. The committee may conduct internet searches using candidates' full names and any aliases. The committee may also search candidates' full names and any aliases on Facebook, Instagram, LinkedIn, Twitter, YouTube, and other social networking websites.
2. All applicants or all finalists must have the same research conducted about them. For example, if the committee conducts a search on Google using the name of one applicant in order to determine whether to include that applicant in the list of finalists, the committee must also conduct an identical search of all applicants' names.
3. The committee may not use deception to gain access to applicants' social networking pages, blogs, or other on-line media and will not require applicants for employment to provide the district with their username or password to personal social media accounts.
4. The committee must take reasonable steps to verify the reliability of the information obtained in the search, including consulting with the applicant for confirmation of accuracy, if appropriate.
5. The committee will consider the following information to be relevant in making hiring decisions about an applicant based on information obtained through internet research:
  - a. Disparaging remarks made about current or former co-workers, supervisors, or employers;
  - b. Discriminatory, harassing, or demeaning behavior or comments;
  - c. Unprofessional, lewd, or obscene behavior or remarks;
  - d. Criminal activity;

- e. Information which indicates the applicant will or will not be able to perform the essential functions of the position sought; and
  - f. Information which indicates that the applicant is particularly suited or unsuited to the position sought.
6. The committee will retain documents to demonstrate its compliance with this policy with other documentation relevant to the job search.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 1-9-2024

**4048**  
**Assessment Administration and Security**

The purpose of all testing and assessments is to measure students' knowledge, skills or abilities in the area tested. All staff members are prohibited from engaging in any behavior that adversely affects the validity of test scores as a measure of student achievement. This policy applies to all national, state, and local assessments, including both standardized and general classroom assessments.

**1. Assessment Responsibilities**

- a. Each building principal, in consultation with the Superintendent and classroom teachers, will be responsible for:
  - overseeing the scheduling of state administered assessments, training all staff who administer assessments, and ensuring that all assessments, including make-up testing, is completed within required testing windows;
  - obtaining Standards, Assessment and Accountability Updates from the Department of Education and circulating the relevant portions of those updates to other staff members;
  - informing the board of education of changes to the Nebraska Student-Centered Assessment System Security Procedures; and
  - signing and enforcing the Nebraska Student-Centered Assessment System Security Agreement.
- b. Every classroom teacher or other staff member who administers assessments is responsible for:
  - complying with the Nebraska Student-Centered Assessment System Security Procedures;
  - taking all reasonable and prudent steps to ensure the accuracy and integrity of all academic testing, including statewide assessments; and

- ensuring the security of all test materials.

## **2. Security Violations and Cheating**

### **a. Classroom assessments**

Staff members who suspect students of having cheated on a classroom assessment should conduct a reasonable inquiry and impose consequences on the student consistent with classroom rules and the student handbook.

### **b. State Accountability Tests**

Staff members who suspect a breach of security on State Accountability Tests, must promptly report their suspicions to the building principal or superintendent. The superintendent must notify the Department of Education's Statewide Assessment Office and follow the Department's protocol for Reporting and Investigating Test Security Violations.

Staff members who engage in or enable students to engage in academic dishonesty in any testing or assessment will be subject to discipline up to and including the immediate cancellation of their employment contract.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 1-8-2024

## **4050 Overtime and Compensatory Time**

Employees who are "non-exempt" under the Fair Labor Standards Act and who work more than 40 hours in a workweek will be paid at the rate of time-and-one-half (1½) times their regular rate of pay for all overtime hours or will be provided compensatory time. All overtime must be approved in advance by the employee's supervisor. Scheduled holidays, vacation days, time off for jury duty, and time off for sickness, emergencies or other personal reasons will not be considered hours worked for overtime purposes.

The district may grant compensatory time in lieu of overtime pay at a rate of one and one-half (1½) hours off for each hour of overtime the employee worked. Employees may accrue a maximum of 240 hours of compensatory time, which represents 160 hours of actual overtime worked. When an employee has accrued 240 hours of compensatory time, the district shall pay him/her at the rate of one and one-half (1½) times his/her regular rate of pay for each additional hour of overtime. An employee who asks to use compensatory time shall be permitted to use it within a reasonable period after the request if its use does not unduly disrupt the district's operations.

Upon termination of employment, an employee shall be paid for unused compensatory time at a rate of compensation not less than: (1) the average regular hourly rate paid to the employee during the last three years of his/her employment, or (2) the final regular hourly rate paid to the employee, whichever is higher.

Payment for unused compensatory time shall be at the employee's regular rate of pay for each hour of compensatory time, not one and one-half (1½) times the regular rate of pay.

Adopted on: 11-9-2020

Revised on:

Reviewed on: 1-8-2024

**Strategic Planning**  
**Summary of Overview Video Conference**  
**Thursday, January 4, 2024**

**Item A: Review draft process timeline (attached)**

1. Important Dates:
  - a. Strategic Overview Committee
    - i. Meeting #1: February 26, 2024 - 6:30pm to 8:00pm
    - ii. Meeting #2: March 13, 2024 - 5:30pm to 7:00pm
  - b. Community Engagement Meeting: March 13, 2024 - 7:00pm to 8:30pm

**Item B: Immediate next steps:**

1. Superintendent will complete the district profile.
2. Administrators and board members will identify stakeholders to invite to serve on the Strategic Overview Committee (SOC). This committee consists of about 15-25 representatives from the following stakeholder groups:
  - a. Superintendent
  - b. Administrators (all may participate if they wish to do so.)
  - c. Board Members (all board members may participate; however, if all participate, you will need to advertise the meeting.)
  - d. Certified staff members (PK-12)
  - e. Classified staff members
  - f. Secondary students
  - g. Parents
  - h. Community members
  - i. Business leaders
3. Administrators and board members will identify a list of patrons to invite to the Community Engagement Meeting. The meeting is open to all, but targeting patrons will help bring together a broad representation of the district.
4. Communication:
  - a. SOC
    - i. Individual email/phone calls/visits
  - b. Community Engagement Meeting
    - i. Personal letters/emails/phone calls to patrons
    - ii. Press release
    - iii. Social media... Twitter, Facebook, webpage, etc
    - iv. All-call alert system
    - v. Parent newsletters, district newsletters
    - vi. Local Newspaper
5. Perceptual Online Surveys
  - a. Administered by NASB and coordinated with district administration.
  - b. Target time frame: February and March

## Detailed Prospective Timeline

The draft timeline provides a general scope and sequence of the project and the optimum timeline for strategic planning. The timeline for a district will vary based upon the ability to schedule stakeholder engagement meetings.

Phase One		
Phase I - Organize and Plan the Process	Target Date	Date Complete
Timeline Phone Call with Kari Stephens <ul style="list-style-type: none"> <li>• Create a proposed timeline to support:                             <ul style="list-style-type: none"> <li>• Identify district point person</li> <li>▪ Distribute the District Profile</li> <li>▪ Strategic Overview Committee meetings I and II</li> <li>▪ Stakeholder Engagement Surveys</li> <li>▪ Community engagement meeting</li> <li>▪ EL Engagement meeting (as needed)</li> <li>▪ Business Leader Surveys</li> </ul> </li> </ul>	Jan 4, 2024 Noon	
District Profile <ul style="list-style-type: none"> <li>• District will Complete Profile</li> <li>• Ben will send District Email with All Survey Dates</li> </ul>	Jan 4	
District/board will: <ul style="list-style-type: none"> <li>▪ Identify members of the Strategic Overview Committee (e.g., superintendent, administrators, 2 to 4 teachers, 2 classified staff, board members, secondary students, 2 to 4 parents, community members, and business leaders)</li> <li>▪ Identify members of the community and business leaders</li> </ul>	January	
Distribute the District Communications Packet	Jan 4	
Meeting preparation	Jan-Feb	
Send invites, press release, social media promo	Jan-Feb	
Verify attendance	Feb 12	
Phase Two		
District Needs Assessment	Target Date	Date Complete
NASB will administer the: <ul style="list-style-type: none"> <li>▪ Administrator Surveys</li> <li>▪ Program-Service Overview Survey</li> <li>▪ Comprehensive Needs Index (CNI)</li> <li>▪ Board Member Surveys</li> </ul>	Feb 19 Feb 19 Mar 18 Feb 13	
NASB will administer the Stakeholder engagement surveys: <ul style="list-style-type: none"> <li>▪ Certified Staff (<i>Identify a Professional Development/In-Service date.</i>)</li> <li>▪ Classified Staff</li> <li>▪ Students (Grades 3 through 12) (<i>Identify a class or homeroom block.</i>)</li> <li>▪ Parents (all)</li> </ul>	Mar 18 Mar 18 Mar 21 Mar 21	
NASB will facilitate the Strategic Overview Committee Meetings: <ul style="list-style-type: none"> <li>▪ Meeting I – NASB facilitates review of Mission, Vision, Beliefs/Values, conduct SOAR</li> </ul>	Feb 26	

<ul style="list-style-type: none"> <li>Meeting II – NASB facilitates review SOAR results and Mission, Vision, discussion</li> </ul>	6:30-8:00 Mar 13 5:30-7:00	
NASB will facilitate the Community meeting and Business Leader Focus Group Survey <ul style="list-style-type: none"> <li>Community Focus Group Meeting</li> <li>Business Leader – Online Survey</li> </ul>	Mar 13 7:00-8:30 Mar ???	
NASB will compile and code all stakeholder data	March-April	
NASB will develop the School District Needs Analysis	April	
<b>Phase Three</b>		
<b>Define and Build the Plan</b>	Target Date	Date Complete
Develop Strategic Plan Framework	April-May	
NASB Present Strategic Plan Needs Analysis and Framework to Board and Administration	May 13 6:00	
Administration make Modifications/Edits to Framework	May-June	
<b>Phase Four</b>		
<b>Implement and Monitor</b>	Target Date	Date Complete
Administer the Strategy Prioritization Assessment	June	
NASB and Superintendent Strategic Implementation Team (SIT) Video Call with Superintendent and Board President	June-July	
Establish Strategic Implementation Team to monitor progress and success at regular intervals	June-July	
Board Adopts Strategic Plan	July-August	
Strategic Overview Committee Meeting III: <ul style="list-style-type: none"> <li>NASB Facilitates &amp; Present final prioritized plan to all SOC</li> </ul>	Fall '24	
Promote plan internally and externally	May-Sept	
<b>Phase Five</b>		
<b>Support and Evaluation</b>	Target Date	Date Complete
Establish superintendent evaluation aligned to strategic plan	Fall '24	
Administer Board Self-Assessment Annually and Review Goals	Feb '25	
Contact, schedule, and conduct Progress Analysis Annually (Year 1, 2, 3, and 4)	Fall '25	
Reengage SOC and Community Annually of Progress/Success of Strategic Plan	Fall '25	
Schedule Phase II – Strategic Planning at end of Year 4		

### Stakeholder Engagement/Survey Return Rate

The data developed over the course of the stakeholder engagement process is vital to the strategic plan process. Engaging both internal and external stakeholders to gather feedback on setting the district’s academic and operational goals for the next five years provides valid data to create an individualized strategic plan for the district. The Strategic Overview Committee (SOC) is made up of board members, administrators, principals,

teachers, students, parents, community members, and business leaders. In addition, the NASB Board Leadership facilitated focus group discussions allows the district to identify specific questions to gain community feedback.

NASB Board Leadership team has protocols and procedures in place to ensure an effective stakeholder engagement process and return that provides thorough and complete information to build a detailed strategic plan. If the district chooses to make changes to these procedures, the return rates of surveys may be influenced, and the quality overall may be compromised. Adherence to the procedures outlined by NASB Board Leadership team should result in the following return rates from stakeholders:

<b>Stakeholder Group</b>	<b>Target Response Rate</b>
<b>Administrator/PSO:</b>	100%
<b>Board Members:</b>	100%
<b>Certified Staff:</b>	100%
<b>Classified Staff:</b>	75%
<b>Student:</b>	80%
<b>Parent:</b>	60%

Through the analysis of the data collected for trends and patterns, review of open-ended questions and supporting comments for suggestions and recommendations, this will better inform the development of the strategic plan.

## Strategic Overview Committee (SOC)

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The development of the Strategic Overview Committee (SOC) is mandatory for the effective creation of a strategic plan. The committee members should be diverse and include representation of the district and community.

### Fundamental purpose of the Strategic Overview Committee (SOC)

The Strategic Overview Committee (SOC) is critical to the success of the district's strategic planning process; therefore, the committee must:

- be composed of individuals who represent a cross-section of the community and district
- ensure diverse expertise, knowledge, and perspectives provide the collaborative representation necessary for the development of a quality strategic plan
- vary in size and scope

Note: The Association recommends a membership of 15 to 25 which is comparatively larger to ensure greater participation, provide diversity of perspectives, lessen the workload of individual team members, and ensure the success of the strategic plan.

Throughout the process it may be determined that a subcommittee is necessary to sufficiently develop an assigned need resulting in 4 to 8 people forming the subcommittee to reduce the work load. There is no set criteria for a subcommittee membership; that is the prerogative of district leadership. The subcommittee will report work results to the Strategic Overview Committee (SOC) as a whole for input and consensus.

- create the action plans that specifically outline how each strategy is to be implemented
- ensure that the vision becomes a reality once adopted by the Board of Education

### Identification of the Strategic Overview Committee (SOC) Members

The identification of members may be initiated by the Board, Superintendent, and Administrators identifying the key stakeholders including, but not limited to:

- Certificated Staff
- Classified Staff
- Students
- Parents
- Community Members
- Business Leaders

## **Strategic Overview Committee (SOC) Principles and Protocol**

The development and effectiveness of the Strategic Overview Committee (SOC) will be dependent upon:

- Sharing understanding and commitment to the charge of the committee
- Maximizing the use of team members through a purposeful working climate conducive to open communication and participation by all members of the Strategic Overview Committee (SOC)
- Creating a culture of mutual trust, respect, and understanding to ensure the committee is equipped to resolve inevitable conflicts resulting from group discussion
- Accepting personal responsibility for the function and action of the group
- Enabling committee members to communicate while others listen openly and ultimately building ownership by each member
- Identifying a committee adopted approach to problem solving and decision-making
- Assessing and celebrating progress to ensure a successful outcome

## **Strategic Overview Committee (SOC) Communications**

Effective communication both written and oral is critical to the strategic planning process. This is most especially valid when leading a committee comprised of volunteers. All participants value the information, feel acknowledged, comfortable with the process, and often times more willing to actively participate.

To aid in communications:

- Provide proper time and notification of upcoming meetings including an agenda of the topics to be covered
- Start the meeting on time
- State the meeting objectives at the opening of the meeting
- Maintain accurate notes of the meeting
- Be an active listener and aware of behavior of committee members
- Adopt a framework by which to present ideas
- Follow up immediately after the meeting with minutes summarizing the outcome and proposed topics of discussion and date of the next meeting
- Establish and sustain continuous communication with the Association Facilitators

## **Strategic Overview Committee (SOC) Meetings**

Well planned committee meetings provide the environment for effective discussion and decision-making. It is important to develop a climate in which all ideas are received and considered through team consensus.

The time, length and frequency of the committee meetings is dependent upon schedules, meeting tasks, and timeline of the process. Deadlines for tasks should be identified at the first organizational meeting to ensure that the timeline of the process is met.

**4051**  
**Staff and District Social Media Use**

Social media is an important tool for communicating, keeping up-to-date with current developments in education, and for conducting research to enhance management, teaching, and learning skills. The district also uses social media accounts to provide information to district stakeholders. This policy is intended to ensure (1) appropriate use of social media by staff and (2) appropriate control of social media accounts belonging to or affiliated with the district. Staff should also refer to the district's policy on Staff Computer and Internet Usage.

**I. Personal Versus School-Affiliated Social Media Use**

**A. Personal Social Media Use**

1. The school district will not require staff members or applicants for employment to provide the district with their username and password to personal social media accounts.
2. The district will not require staff to add anyone to the list of contacts associated with the staff member's personal social media accounts or require a staff member to change the settings on his or her personal social media accounts so that others can or cannot view their accounts.
3. Staff members whose personal social media use interferes with the orderly operation of the school or who use social media in ways that are not protected by the First Amendment may be subject to discipline by the district.
4. Staff members who wish to begin using or to continue using the school district name, programs, mascot, image or likeness as part of any social media profile must notify their supervising administrator of the use, and must secure the administrator's permission to do so.

**B. School-Affiliated Social Media Use**

1. Any social media account which purports to be "the official" account of the school district (e.g., "Chieftain Wrestling"), or any of its programs, classes or entities will be considered to be an account that is used exclusively for the school district's business purpose. Staff members may not use "official" accounts for personal use.
2. Staff may be required to provide their supervising administrator with the username and password to school-affiliated social media accounts.
3. Staff may be required to interact with specified individuals on school-affiliated social media accounts.
4. When staff use school-affiliated social media accounts to comment on school-related matters, they do not do so as private citizens and are therefore not entitled to First Amendment protections.

## **II. Staff Expectations in Use of Social Media – Applicable to Both Personal and School-Affiliated Use**

### **A. General Use and Conditions**

Staff must comply with all board policies, contract provisions, and applicable rules of professional conduct in their social media usage. They must comply with the board's policy on professional boundaries between staff and students at all times and in both physical and digital environments.

Staff must obtain the consent of their building principal or the superintendent prior to posting any student-related information in order to make sure that the publication does not violate the Federal Education Records Privacy Act or any other laws. Staff must also comply with all applicable state and federal record retention requirements, even with regard to personal social media usage.

Staff must comply with all applicable laws prohibiting the use or disclosure of impermissible content, such as copyright laws, accountability and disclosure laws, and any other law governing the use of resources of a political subdivision. Questions about

appropriate content should be referred to the staff member's supervising administrator.

**B. Acceptable Use**

1. Staff may use social media for instructional purposes.
2. Staff may use social media for school-related communication with fellow educators, students, parents, and patrons.
3. Teachers should integrate the use of electronic resources, which may include social media, into the classroom. As the quality and integrity of content on social media is not guaranteed, teachers must examine the source of the information and provide guidance to students on evaluating the quality of information they may encounter.

**C. Unacceptable Use**

1. Staff shall not access obscene or pornographic material while at school, on school-owned device or on school-affiliated social media accounts.
2. Staff shall not engage in any illegal activities, including the downloading and reproduction of copyrighted materials.
3. Staff shall not access social media networking sites such as Facebook, Twitter, and Instagram on school-owned devices or during school time unless such access is for an educational activity which has been preapproved by the staff member's immediate supervisor. This prohibition extends to using chat rooms, message boards, or instant messaging in social media applications and includes posting on social networking sites using personal electronic devices.

**III. School-Affiliated Digital Content**

**A. General Use and Conditions for School-Affiliated Accounts**

Staff must obtain the permission of their supervising administration prior to creating, publishing, or using any school-affiliated web pages, microblogs, social media pages or handles, or any other digital content which represents itself to be school-related, or which could be reasonably understood to be school-related. This includes any content which identifies the school district by name in the account name or which uses the school's mascot name or image.

Staff must provide administrators with the username and password for all school-affiliated accounts and must only publish content appropriate for the school setting. Staff may not provide the username and password to school-affiliated accounts to any unauthorized individual, including students and volunteers.

#### **B. Moderation of Third Party Content**

The purpose of school-related social media accounts is to disseminate information. No school-related or school-affiliated social media account covered by this policy shall permit comments by the public unless otherwise approved by the superintendent. All comment functions for applications such as Facebook and Instagram must be turned to "off" without this approval.

In the event the superintendent permits content created by anyone other than the administrator of the account to appear on the account's pages, such as comments made by students, parents, and patrons, the account administrator must monitor the content to ensure it complies with this policy. Posts, comments, or any other content made on the account's pages may be removed when the content meets any of the following conditions:

1. Is obscene, lewd, or appeals to prurient interests;
2. Contains information relating to a student matter or personnel matter which is protected under or prohibited by state or federal law;
3. Contains threatening, harassing, or discriminatory words or phrases;

4. Incites or is reasonably anticipated to incite violence, illegal activity, or a material and substantial disruption to school operations or activities; or
5. Contains any other threat to the safety of students and staff.

Every account administrator must keep a copy of any removed content and must provide a copy to the superintendent along with written notification for the reason the post has been removed. All questions about the appropriateness of removal must be directed to the superintendent.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**4052**

**Job References to Prospective Employers**

All requests for employment-related references or employment history by prospective employers of current or former employees must be referred to a member of the administrative team. The administrator will either provide a reference in compliance with this policy or will forward the request to the superintendent.

If the school district is subject to a written separation agreement regarding a particular employee, the terms of that agreement will govern the district's response to requests for information, regardless of any written consent provided to the school district.

If the school district is not bound by a separation agreement and receives a legally enforceable written consent to release information, the district may provide the information authorized by that document. The school district may provide additional truthful information to prospective employers of current and former employees in accordance with this policy.

**Employees Suspected of Sexual Misconduct Against a Minor or Student**

Apart from the routine transmission of administrative and personnel files or unless otherwise permitted by law, the district and any employee, contractor, or agent of the school district is prohibited from providing any employee any assistance in obtaining a new job if the school district or the individual acting for the school district has probable cause to believe said employee has engaged in sexual misconduct with a student or minor in violation of the law.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## **4053 Conflict of Interest**

The purpose of this following conflict-of-interest policy is to help prevent the performance of their duties to, or result in personal financial, professional, or political gain on the part of such persons at the expense of this school district. The policy is intended to supplement, but not replace, any applicable state and federal laws governing conflict-of-interest. School employees expected to avoid engaging in any conduct that creates or gives the appearance to the public of creating conflict-of-interest with responsibilities with the school district. All transactions are expected to be ethical and within law, both in letter and in spirit.

Any school district employee who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

### **1. Definitions. For the purposes of this policy:**

**a. Family Definition:**

Family member shall mean spouse, child, brother, sister, parent, and/or the spouse of any such persons

**b. Business with which an employee is associated shall include the following:**

A business in which the employee or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.

A business in which the employee or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or he or she, or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the employee reports the name and address of the company and stockbroker.

A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

## **2. Contracts with the School District.**

- a. No employee or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's regular business hours the proposals considered and the contract awarded.
- b. The existence of any conflict of interest in any contract in which the employee has an interest and in which the school district is a party, or the failure to make public the employee's interest known, may render a contract null and void.
- c. The prohibition of a conflict of interest or requirement for public notice shall apply when the employee, or his or her immediate family (parent, spouse, or child) has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

## **3. Employing Members of the Immediate Family.**

- a. An employee may employ or recommend or supervise the employment of an immediate family member if:
  - (1) The employee does not abuse his or her position.
    - (a) Abuse of official position shall include, but not be limited to, employing an immediate family member:
      - (i) who is not qualified for and able to perform the duties of the position;
      - (ii) for any unreasonably high salary;
      - (iii) who is not required to perform the duties of the position.
  - (2) The employee makes a reasonable solicitation and consideration of applications for employment.

- (3) The employee makes a full disclosure on the record to the governing body of the school district and to the secretary of the board.
    - (4) The board approves the employment or supervisory position.
  - b. The employee shall not terminate the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.
4. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment
  - a. No employee shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:
    - (1) a public official, public employee, or candidate.
    - (2) a member of the immediate family of an individual listed in Subparagraph 'a' above.
    - (3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.
  - b. No employee shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the employee would thereby be influenced.
  - c. An employee shall not use or authorize the use of his or her public employment or any confidential information received through the public employment to obtain financial gain, other than compensation provided by law, for himself or herself or a member of his or her immediate family, or a business with which he or she is associated.
  - d. An employee shall not use or authorize the use of personnel, resources, property, or funds under that person's official care and control other than in accordance with prescribed

constitutional, statutory, and regulatory procedures or use such items for personal financial gain, other than compensation provided by law.

5. Conflict of Interest Relating to Campaigning or Political Issues

- a. Except as provided below, an employee shall not authorize the use of school district personnel, property, resources, or funds for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.
- b. This does not prohibit an employee from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.
- c. This does not prohibit an employee from discussing and voting upon a resolution supporting or opposing a ballot question.
- d. This does not prohibit an employee under the direct supervision of a public official from responding to specific inquiries by the press or the public as to the board's opinion regarding a ballot question or from providing information in response to a request for information.
- e. An employee may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the school district. However, this shall not be done during a time that the individual is engaged in his or her official duties.

6. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

## 4054

### Reporting Child Abuse or Neglect

Because of their daily contact with school-age children, educators and other school employees are in a unique position to identify abused and/or neglected children. Nebraska law defines child abuse or neglect as knowingly, intentionally, or negligently causing or permitting a minor child to be (1) placed in a situation that endangers his or her life or physical or mental health; (2) cruelly confined or cruelly punished; (3) deprived of necessary food, clothing, shelter or care; (4) left unattended in a motor vehicle, if such child is six years of age or younger; (5) sexually abused; or (6) sexually exploited by allowing, encouraging, or forcing such person to solicit for or engage in prostitution, debauchery, public indecency, or obscene or pornographic photography, films, or depictions.

**Reporting Procedure.** School employees who have reasonable cause to believe that a child has been subjected to child abuse or neglect or observe a child being subjected to conditions or circumstances which reasonably would result in child abuse or neglect will report the suspected abuse or neglect according to the following procedure.

1. Any school employee who has reasonable cause to believe that a child has been abused or neglected shall report the suspicion to the building principal immediately. Employees shall also personally report or cause a report to be made to local law enforcement or to the Department of Health and Human Services.
2. When the principal makes a report of suspected child abuse or neglect, he/she shall inform the employee(s) who made the initial report.
3. Nothing in the paragraph above shall hinder a school employee from fulfilling his/her/their obligation to report suspected abuse or neglect if he, she or they have reasonable cause to believe that a child has been abused or neglected.
4. Any doubt or question in reporting such cases shall be resolved in the favor of reporting the suspected abuse or neglect. Consultation between the administrator and school employee is encouraged, keeping in mind that prompt reporting is essential.

**Contents of the Report.** The report to authorities shall contain the following information to the extent it is available: (1) name and position of reporting person; (2) name, address, and age of abused or neglected person; (3) address of the person or persons having custody of the abused or neglected person; (4) the nature and extent of the abuse or neglect, or the conditions and circumstances which would reasonably result in such abuse or neglect; and (5) any other information that may be useful in establishing the identity of the persons involved and cause of the abuse or neglect.

**Legal Immunity.** Nebraska statutes give legal immunity from any civil or criminal liability to any person who makes a good faith report of child abuse or neglect or participates in a judicial proceeding resulting from such a report.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**4055**  
**Head Teacher**

The Board of Education finds that In order to provide for the effective management of the school system, to provide for harmonious working relationships among teaching staff, and to facilitate coordination of curriculum and extracurricular instruction, the district should create the position Head Teacher.

- 1) Assignment and Compensation
  - a) The Superintendent shall recommend an existing staff member to the Board of Education and the board shall approve or disapprove that recommendation. If the board disapproves the Superintendent's recommendation, the Superintendent shall recommend another candidate.
  - b) The assignment of a staff member to the position of Head Teacher shall be for the upcoming school year only, although the same teacher may be reassigned to the position for as many successive years as the Superintendent and Board determine to be appropriate.
  - c) The Head Teacher assignment is not a part of the teacher's basic teaching contract with the district, and is not subject to any of the provisions of the continuing contract law set forth in section 79-824 through 79-842 of the Nebraska Statutes.
  - d) Compensation for Head Teacher duties will be negotiated with the Education Association and listed on the salary schedule for other extracurricular and non-curricular assignments.
  
- 2) Duties
  - a) The Head Teacher will be the Principal's or Superintendent's designee for all circumstances contemplated by board policy or state statute.
  - b) The Head Teacher will act as the building or district's administrator when the Principal or Superintendent is absent from the district or otherwise unable to perform administrative duties.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_

**4056**

**Resignation of Certificated Staff**

Certificated staff members who know they will not be returning to employment at the school district for the following school year are encouraged to submit their resignations as early as possible, to enable the board to find suitable replacements.

Staff members who submit their resignations to the board of education by April 15th will be released from the next school year's contract so long as the board is able to obtain the services of a suitable replacement. Staff members who refuse to fulfill their contractual obligations will be reported to the Professional Practices Committee of the Nebraska Department of Education.

Adopted on: 11-9-20  
Revised on: \_\_\_\_\_  
Reviewed on: \_\_\_\_\_