

**BOARD OF EDUCATION
YUTAN PUBLIC SCHOOLS**

**High School Media Center
November 11, 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-Meetings, 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, November 1, 2024
 - **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Elementary School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools web page on Wednesday, November 6, 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. **Public Comments**

Instructions for those who wish to speak during Public 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 Public Comment period will be scheduled at some meetings. A 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.

Comments:

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

9. **Administrative Reports**

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

- Elementary Principal
- 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:

- Minutes from the October 14, 2024 Board Meeting
- Minutes from the October 24, 2024 Special Board Meeting
- Treasurer's Report and Claims

11. **Committee Reports**

Reports from the following committee(s):

- Facilities Committee
- Finance Committee

12. **Business Items**

12.1. 2024-2029 Strategic Plan

The initial draft strategic plan was presented to the school board in late spring and then reviewed by the school board and school administration over the summer. In late summer, the plan was rewritten by our planning partners, the Nebraska Association of School Boards (NASB) after staffing issues in their organization prompted a major review of the document, as well as editing discussions between NASB staffers and school administration.

In its final draft form, the document captures the major concepts of the feedback gathered online and through in-person groups. The school board is planning to move this project forward and also understands the importance of an annual

review/revision process that will continue to make this plan a viable document to guide decision-making in our school district. The board will consider, discuss, and take all necessary action to approve the 2024-2029 Yutan Public Schools Strategic Plan.

12.2. Community Access to Weight Room

As part of the efforts to ramp up building security as part of the significant investment of donations for new weight room equipment, the board has directed the administration to recommend a plan regarding security devices, access hours, and other details of public use of the weight room. The board will consider, discuss, and take all necessary action to set access times and other details for public use of the weight room.

12.3. 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.

- 2008-Meetings
- 2009-Public Participation at Board Meetings
- 2010-Preparation for Board Meetings
- 2011-Membership Organizations
- 2012-Board Code of Ethics
- 2013-Violation of Board Ethics
- 2014-Relationship with District Legal Counsel

13. Discussion and Informational Items

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

- 2023-24 Audit, AFR, and Special Education Financials
- ESCO Contract and Next Steps
- Superintendent Search
- Policies for review at the December 9 board meeting:
 - 3001-Budget and Property Tax Request
 - 3002-Deposits
 - 3003-Bidding for Construction, Remodeling, Repair, or Site Improvement
 - 3003.1-Bidding for Construction, Remodeling, Repair, or Related Projects Financed with Federal Funds
 - 3004-General Purchasing and Procurement
 - 3004.1-Fiscal Management for Purchasing and Procurement Using Federal Funds
 - 3005-School Activities Fund
 - 3007-Review of Bills
 - 3008-Gifts, Grants, and Bequests

- 3009-Audit

14. 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 collective bargaining negotiations between the Board of Education and the Yutan Education Association.

15. Next Board Meeting

The Board will conduct a Special Board meeting on November 26, 2024, at 6:00pm in the high school media center for the purpose of discussing superintendent applicants and to select finalists for interview.

The Board will conduct a Special Board meeting on December 2, 2024, beginning at 12:30pm in the high school media center for the purpose of interviewing superintendent candidate finalists.

The next regular monthly meeting of the Board is scheduled for December 9, 2024, at 6:00pm in the high school media center.

16. Adjournment

84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body; applicability of section.

(1) Until January 1, 2025:

(a) Except as provided in subsection (10) of this section, each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee or the governing body of a rural or suburban fire protection district, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or

(B) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the public body shall (A) post such notice on its website, if available, and (B) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) Beginning January 1, 2025:

(a) Except as provided in subsection (10) of this section, each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (2)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committees, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(B)(I) Posting to the newspaper's website, if available, and (II) posting to a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper.

(ii) In the case of the governing body of a city of the second class or village, any advisory committee of such governing body, or the governing body of a rural or suburban fire protection district, such notice shall be given by:

(A)(I) Publication in a newspaper of general circulation within the public body's jurisdiction that is finalized for printing prior to the time and date of the meeting, (II) posting on such newspaper's website, if available, and (III) posting on a statewide website established and maintained as a repository for such notices by

a majority of Nebraska newspapers. Such notice shall be placed in the newspaper and on the websites by the newspaper;

(B)(I) Posting to the newspaper's website, if available, and (II) posting on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers if no edition of a newspaper of general circulation within the public body's jurisdiction is to be finalized for printing prior to the time and date of the meeting. Such notice shall be placed in the newspaper and on the websites by the newspaper; or

(C) Posting written notice in three conspicuous public places in such city, village, or district. Such notice shall be posted by the public body in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (2)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(iv) In case of refusal, neglect, or inability of the newspaper to publish the notice, the public body shall (A) post such notice on its website, if available, (B) submit a post on a statewide website established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (C) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(3)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (3)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

(ix) The Nebraska Brand Committee;

(x) A local public health department;

(xi) A metropolitan utilities district;

(xii) A regional metropolitan transit authority; and

(xiii) A natural resources district.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsections (1) and (2) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision, subsection (1) of section 70-1014, subsection (2) of section 70-1014.02, or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of (A) an organization created under the Interlocal Cooperation Act that sells electricity or natural gas, (B) an organization created under the Municipal Cooperative Financing Act, (C) a

governing body of a risk management pool and any advisory committee of such governing body, or (D) any advisory committee of any state entity created in response to the Opioid Prevention and Treatment Act, such organization, governing body, or committee may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing.

(4) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(5) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(6) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (5) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(7) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

(8)(a) Notwithstanding subsections (3) and (6) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsections (1) and (2) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and

record the meeting. Subsection (5) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsection (5) of section 84-1413.

(9) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (3)(a) of this section may hold a meeting by virtual conferencing if:

(a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;

(b) No action is taken by the public body at the virtual meeting; and

(c) The public body complies with subdivisions (3)(b)(i) and (ii) of this section.

(10) This section does not apply to a meeting of the Nebraska Power Review Board or a public power district, a public power and irrigation district, an electric membership association, an electric cooperative company, a municipality having a generation and distribution system, or a registered group of municipalities if such meeting is subject to section 70-1034.

Source: Laws 1975, LB 325, § 4; Laws 1983, LB 43, § 3; Laws 1987, LB 663, § 25; Laws 1993, LB 635, § 2; Laws 1996, LB 469, § 6; Laws 1996, LB 1161, § 1; Laws 1999, LB 47, § 2; Laws 1999, LB 87, § 100; Laws 1999, LB 461, § 1; Laws 2000, LB 968, § 85; Laws 2004, LB 821, § 38; Laws 2004, LB 1179, § 2; Laws 2006, LB 898, § 2; Laws 2007, LB199, § 9; Laws 2009, LB361, § 2; Laws 2012, LB735, § 1; Laws 2013, LB510, § 1; Laws 2017, LB318, § 1; Laws 2019, LB212, § 5; Laws 2020, LB148, § 3; Laws 2021, LB83, § 12; Laws 2022, LB742, § 1; Laws 2022, LB908, § 1; Laws 2022, LB922, § 13; Laws 2024, LB287, § 74; Laws 2024, LB399, § 4; Laws 2024, LB1370, § 8.

Note: The Revisor of Statutes has pursuant to section 49-769 correlated LB287, section 74, with LB399, section 4, and LB1370, section 8, to reflect all amendments.

Note: Changes made by LB287 became operative April 17, 2024. Changes made by LB399 became effective July 19, 2024. Changes made by LB1370 became operative July 19, 2024.

Cross References

Emergency Management Act, see section 81-829.36.

Intergovernmental Risk Management Act, see section 44-4301.

Interlocal Cooperation Act, see section 13-801.

Joint Public Agency Act, see section 13-2501.

Municipal Cooperative Financing Act, see section 18-2401.

Opioid Prevention and Treatment Act, see section 71-2485.

Annotations

Under subsection (1) of this section, the Legislature has imposed only two conditions on the public body's notification method of a public meeting: (1) It must give reasonable advance publicized notice of the time and place of each meeting and (2) it must be recorded in the public body's minutes. *City of Elkhorn v. City of Omaha*, 272 Neb. 867, 725 N.W.2d 792 (2007).

An emergency is "(a)ny event or occasional combination of circumstances which calls for immediate action or remedy; pressing necessity; exigency; a sudden or unexpected happening; an unforeseen occurrence or condition." *Steenblock v. Elkhorn Township Bd.*, 245 Neb. 722, 515 N.W.2d 128 (1994).

An agenda which gives reasonable notice of the matters to be considered at a meeting of a city council complies with the requirements of this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).

When notice is required, a notice of a special meeting of a city council posted in three public places at 10:00 p.m. on the day preceding the meeting is not reasonable advance publicized notice of a meeting as is required by this section. *Pokorny v. City of Schuyler*, 202 Neb. 334, 275 N.W.2d 281 (1979).

Teacher waived right to object to lack of public notice in board of education employment hearing by voluntary participation in the hearing without objection. *Alexander v. School Dist. No. 17*, 197 Neb. 251, 248 N.W.2d 335 (1976).

A county board of commissioners and a county board of equalization are not required to give separate notices when the notice states only the time and place that the boards meet and directs a citizen to where the agendas for each board can be found. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

A county board of equalization is a public body which is required to give advanced publicized notice of its meetings. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

Notice of recessed and reconvened meetings must be given in the same fashion as the original meeting. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

True notice of a meeting is not given by burying such in the minutes of a prior board proceeding. *Wolf v. Grubbs*, 17 Neb. App. 292, 759 N.W.2d 499 (2009).

An agenda notice which merely stated "work order reports" was an inadequate notice under this section because it did not give interested persons knowledge that plans for a 345 kv transmission line through the district was going to be discussed and voted upon at the meeting. Inadequate agenda notice under this section meant there was a substantial violation of the public meeting laws; however, later actions by the board of directors cured the defects in notice, and such actions were in substantial compliance with the statute. *Hansmeyer v. Nebraska Pub. Power Dist.*, 6 Neb. App. 889, 578 N.W.2d 476 (1998).



YUTAN ELEMENTARY

November 2024 Board Report



HAL Field Trip

A group of students in grades 3rd-8th took a field trip on October 29th to Mead as part of the RESTORE HAL grant. Students' took part in two sessions from Wildlife Encounters out of Gretna. Students got to see many different animals around the world. I was very impressed by the questions asked and how well they listened and paid attention.

Staff "Thank you" luncheon:

We invited all past and former YPS paras, teachers, & administrators to a "Thank you" luncheon on November 1st. We had 20 former staff show up with a combined 395 years of teaching experience here at Yutan. All of them were very appreciative of the lunch and the time to talk to former and current teachers and take tours of both buildings.

Students of the month:



PE Student of the month: Congratulations Henlie Wiebelhaus , our November PE student of the month. Mr. Thayer says: Henlie is a real go-getter in class. I never have to tell her to go faster because that's her regular speed. She always works hard and loves the competition. Henlie always listens to directions and works hard on her athletic skills. You can tell she loves sports. Great Job Henlie!

Art Student of the month: Congratulations Savannah Ludwick, our November Art student of the month Mr. Portis had these great things to say about Savannah.

Skillful

Ambitious

Valued

Adventurous

Naturally Gifted

Nice

Artistic

Helpful

Comp/Lib Student of the month: Congratulations Lane Hollst, our November Computer/Library student of the month. Lane Hollst currently has the highest WPM typed in 5th grade! His scores continue to improve on every monthly test. He has great typing skills and is on track to become a Typing Record Winner. Lane is always happy and ready for a high-five. He is a delight to have in class. Congratulations Lane and keep up the good work! Mrs. Herman

Music Student of the month: Congratulations Auggie Timm, our November music student of the month Mr. Gunter says: Auggie Timm has demonstrated exceptional dedication and enthusiasm in the music room. His positive attitude significantly enhances the classroom environment, as he consistently offers assistance to his peers. Auggie actively volunteers to sing, dance, and teach others, showcasing his commitment to fostering a collaborative spirit among students. He excels at including everyone in group discussions and performances, demonstrating a willingness to work with all classmates. Congratulations, Auggie!

Above and Beyond Award: Sarah Portis was nominated by Mrs. Herman. Sarah Portis goes above and beyond everyday in sparking students' imagination and creativity. She continues to come up with new ideas and projects for each grade. Sarah includes all the students on her bulletin board in the school bringing everyone together. For example, the "Be the I in Kind" board... so creative and fun! She also makes a beautiful display of student artwork when we have a music concert. And let's not forget the extra work and effort she puts in during the summer for the County Fair nominees. Sarah always has a smile and a "good morning" to start the day. She truly is a marigold!



Ms. Novotny Jr. / Sr. High School Board Report



November 2024

Student & Staff Highlights

- Our high school volleyball team and kindness club greeted elementary students in the morning as they come into school this past month.
- Our Welding II students have been hard at work learning on how to repair holes and grinding it so that it is smooth.
- Student Council organized Red Ribbon Week dress up days and shared messages of being drug free throughout the week.
- The National Honor Society and Future Business Leaders of America members collected canned food and paper products to donate to the Care Corps LifeHouse in Fremont.
- Our life skills class visited Heldt produce to learn how frost, soil, water, and bees affect the crops and received pumpkins from them.
- Mrs.Heise's Chemistry class competed in the Mole Day Olympics
- We had a phenomenal Fall Festival of Music with our junior high choir and band students, as well as our high school choir and band. Excellent work Mr.Gunter and Mr.Capron.
- Ksenia Bradford was selected to participate in the NSBA 8th-Grade All State Band as a flute player!
- We had our first special ops event for our high-ability students over in Mead learning from Wildlife Encounters.
- Our One-Act team had their home performance in preparation for their upcoming season.
- Bella Sliva was selected as one of four students to sing the national anthem at the state volleyball tournament!
- At our last inservice we welcomed back former staff members. Thank you to Mr.Hoegh for spearheading the event.
- Our life skills students attended the UNL Life Skills Sportsmanship Rally where they had speakers, entertainment, lunch, and got to attend a women's basketball game.
- One Act did their home performance for their play and did an excellent job! They are beginning their performance season this past weekend.
- Quiz Bowl participated in their first competition this past weekend as well.

Teaching & Learning

- **Staff Inservice/Professional Development:** Staff met and focused on common behavior expectations that we would like to see of our students and then working on creating consistent behavior expectations for our students and teachers. Staff

also had the opportunity to get together with peers who have the same professional goals to talk about their progress on their goal and things that they are doing to meet their goal. They then had an opportunity to share their selected element with other groups to build capacity of the instructional model.

- Teacher Evaluation Team met for the first time and began working on the teacher evaluation tool. 10 teachers are a part of the team. We are basing the rubric on the Nebraska TEacher and Principal Teacher and Performance Standards. The team looked at the wording used by NDE and then is aligning the instructional model tool to it and finding pieces of evidence for each category. Eileen Barks with ESU2 is helping guide us in the process.

Staff Member Above & Beyond Winner

- My nomination is for Missy Chvatal. Missy has come into Yutan seamlessly, providing a balanced mix of mental health counseling and career and college preparation. I know our students really appreciate the information she has provided about scholarships and other opportunities such as internships and job fairs. She has been great in communicating issues that affect students, so we can make a difference in how we treat them and how we run our classrooms. She has been an integral part in training our students for suicide prevention and awareness. She has come into a new school with grace and style, even under pressure (like preparing our juniors for the ACT this week). Thank you Mrs. Chvatal and welcome to Yutan!



Activities Department Board Report- November 2024
Josh Lynch- Activities Director

- Audrey Dieckman qualified for the State Cross Country meet and ran a personal best time at State
- Volleyball team won the District Championship and played in the state tournament last week.
- Softball team finished their season as District Runner-up
- Football team ended their season with a 5-4 record
- JH Basketball practices have started and their first game is this Saturday
- High School winter sports practices start Nov. 18th.
- The first NSAA district meeting of the year is on Wednesday at Boys Town



*Director of Student Services
Board Report
November 2024
Tahler Novotny*



UNL Life Skills Pep Rally: Kathy Lewis and I took the living skills class to Pinnacle Bank. They had a life skills pep rally with multiple Husker athletes giving life skill lessons to the students. The students then got to attend the season opener for the Huskers and Mavericks. It was a great experience for the students.





*Director of Student Services
Board Report
November 2024
Tahler Novotny*



Tri-State Law Conference:

- Child Find with IDEA and Section 504 and how to relay that to all staff at Yutan.
- Conflict meetings and how to be prepared, tips to decrease conflict, and how to prepare staff for them.
- How to provide FAPE with the staff shortages. Great tips on navigating this challenge.
- Collaboration between special education and general education teachers. How to bridge that gap and create a working relationship.
- How to support students with dyslexia in special education.

PeAk Training: I shared what I learned with staff about inclusion practices in special education. It was also shared with general education teachers as well!

Quarter One Sped Meeting: I shared the continuum, IEP notes, and agenda that I created with the staff. We talked through the alternative assessment and one on one paraprofessional checklists. They shared concerns that will be addressed with administration such as an additional special education teacher, the paraprofessional shortage, a life skills program, common plan time, and the master schedule.

Superintendent Report

Board of Education Meeting

November 11, 2024

Enrollment

- Monthly enrollment numbers are attached, and the 2024-25 update to the historic enrollment

Monthly Financials

- General notes and information

Results from General Election on November 5

- The unofficial results are:
 - Eric Wilke - 851
 - Adam Wacker - 850
 - Write-In?? At the time of this report, official results have NOT been reported.

State Education Conference

- Still accepting registrations!!
- Thursday keynote begins at 8:15am.
- Breakout sessions begin at 9:45am.
- Lunch will be provided at the conference.
- Breakouts end at 3:15pm or 4:30pm.

Superintendent Search - Dates of Importance

November 17: Deadline for applications.

November 26 at 6:00pm: Special Meeting to select finalists.

- The meeting will have an open session for a general overview of the applicants, and a closed session for the board to discuss applicants and select finalists for interviews.
- Meeting will be published in the Wahoo Newspaper on November 15th.

December 2 at 12:30pm: Special Meeting for the board to interview each finalist.

- The meeting will have an open session for the board to interview each finalist, and a closed session for the board to deliberate the finalists and select a candidate to offer the position to.
- Meeting will be published on November 22nd.

End of 2023-24
(May)

26
41
33
30
34
39
39
40
32
47
27
38
31
38
26
256
213
469
495

2024-25 Enrollment as of: 11/11/2024				2024-25 Monthly Summary									
Grad Year	Grade	Enrollment	Change from Prior Month	8-12-2024	9-9-2024	10-14-2024	11-11-2024	12-9-2024	1-13-2025	2-10-2025	3-10-2025	4-14-2025	5-12-2025
	PreK	14	0	14	14	14	14						
Class of 2037	K	37	0	39	37	37	37						
Class of 2036	1	38	0	38	38	38	38						
Class of 2035	2	33	0	33	33	33	33						
Class of 2034	3	32	0	31	31	32	32						
Class of 2033	4	34	0	34	34	34	34						
Class of 2032	5	41	0	42	42	41	41						
Class of 2031	6	36	(-1)	37	38	37	36						
Class of 2030	7	41	(-1)	41	42	42	41						
Class of 2029	8	30	1	30	30	29	30						
Class of 2028	9	53	2	50	51	51	53						
Class of 2027	10	32	0	31	31	32	32						
Class of 2026	11	34	(-1)	36	36	35	34						
Class of 2025	12	31	0	31	31	31	31						
	Total PK:	14	0	14	14	14	14						
	Total K-6:	251	(-1)	254	253	252	251	0	0	0	0	0	0
	Total 7-12:	221	1	219	221	220	221	0	0	0	0	0	0
	Total K-12:	472	0	473	474	472	472	0	0	0	0	0	0
	Total PK-12:	486	0	487	488	486	486	0	0	0	0	0	0

Average Class Size K-6:	35.86
Average Class Size 7-12:	36.83

Historic Enrollment 2007-08 to Present

** As reported to NDE on October 1 of the Year Listed

YEAR	PK	KG	1st	2nd	3rd	4th	5th	6th	7th	8th	9th	10th	11th	12th	K-12 Total	Change from Previous Year	% Change from Previous Year	PK-12 Total
2007-2008		35	26	34	39	22	42	27	43	40	38	46	39	49	480			480
2008-2009	26	25	31	29	36	39	26	43	29	43	36	39	46	40	462	(-18)	(-3.75%)	488
2009-2010	3	42	24	30	29	33	41	27	41	27	41	35	41	44	455	(-7)	(-1.52%)	458
2010-2011	34	38	36	23	31	30	35	44	26	45	23	40	33	41	445	(-10)	(-2.20%)	479
2011-2012	34	42	31	36	23	33	28	33	45	24	45	26	37	35	438	(-7)	(-1.57%)	472
2012-2013	25	49	33	34	38	22	37	30	36	44	25	43	24	35	450	12	2.74%	475
2013-2014	39	32	32	34	33	38	24	38	30	38	42	27	44	26	438	(-12)	(-2.67%)	477
2014-2015	42	31	31	29	41	34	36	26	36	30	41	42	26	44	447	9	2.05%	489
2015-2016	33	41	27	33	28	42	33	36	28	38	31	40	41	26	444	(-3)	(-0.67%)	477
2016-2017	36	35	39	28	30	29	43	30	36	32	36	28	41	40	447	3	0.68%	483
2017-2018	33	33	30	37	25	29	27	43	30	38	29	37	31	44	433	(-14)	(-3.13%)	466
2018-2019	38	35	29	30	41	22	29	26	44	27	38	29	41	28	419	(-14)	(-3.23%)	457
2019-2020	38	39	34	33	30	44	29	33	28	40	28	40	25	39	442	23	5.49%	480
2020-2021	29	39	40	32	38	33	46	29	39	28	40	29	41	28	462	20	4.52%	491
2021-2022	28	38	34	41	37	40	39	47	27	41	34	43	40	42	503	41	8.87%	531
2022-2023	27	32	32	34	42	37	41	36	50	30	41	29	38	37	479	(-24)	(-4.77%)	506
2023-2024	25	43	31	30	34	40	39	39	32	47	27	39	30	38	469	(-10)	(-2.09%)	494
2024-2025	14	36	38	33	32	34	41	38	42	29	51	31	35	31	471	2	0.43%	485

Average Yearly K-12 Enrollment Growth: (-0.05%)

**BOARD OF EDUCATION
YUTAN PUBLIC SCHOOLS**

**BOARD MEETING
High School Media Center
October 14, 2024**

AGENDA

1. Call to Order

The meeting was called to order at 6:18pm by President 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 6:18pm

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: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

6. Public Notice

Per board policy 2008-Meetings, 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, October 4, 2024.
- **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Elementary School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools web page on Wednesday, October 9, 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

Moved by Gary Hollst, seconded by Eric Wilke to approve the agenda. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1
Motion Carried

8. Public Comments

Instructions for those who wish to speak during Public 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 Public Comment period will be scheduled at some meetings. A 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.

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 September 9, 2024 Board Meeting
2. Minutes from the September 23, 2024 Budget Hearing and Tax Request Hearing
3. Minutes from the September 23, 2024 Special Board Meeting
4. Treasurer's Report and Claims

Moved by Gary Hollst, seconded by Judy Daniell to approve the consent agenda. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

11. Committee Reports

Reports from the following committee(s):

- Facilities Committee
- Finance Committee

12. Business Items

12.1. Early Retirement Incentive Program (ERIP)

Per the requirements of policy 4063-Early Retirement Incentive Program, on or before November 1 of each school year, the board may, in its sole discretion, elect to provide or decline to provide for an Early Retirement Incentive Program to be available to teachers who agree to voluntarily terminate employment with the school district at the end of the year for which the program is offered. The board will consider, discuss, and take all necessary action on providing or declining to provide the program for the 2024-25 school year.

Moved by Judy Daniell, seconded by Gary Hollst to decline providing any plans for the Early Retirement Incentive Program for the 2024-25 school year. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

12.2. Recognize the Yutan Education Association as Bargaining Agent

As part of the mandatory collective bargaining statutes, the board will recognize the Yutan Education Association (YEA) as the bargaining unit for the district's non-supervisory certificated staff. The YEA has submitted requests to be recognized for the 2026-27 contract year. The board will consider, discuss, and take all necessary action to recognize the YEA as the bargaining agent for the 2026-27 contract year.

Moved by Gary Hollst, seconded by Judy Daniell to recognize the Yutan Education Association (YEA) as the bargaining unit for the district's non-supervisory certificated staff for the 2026-27 contract year. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1 Motion Carried

12.3. ESCO Contract

Facility Advocates completed an assessment of the HVAC systems at the elementary and high school. They have provided a list of high priority projects for consideration. The Facilities Committee and Finance Committee have reviewed the proposal, and have identified the following items to be addressed:

- Replacement of the Chiller at the elementary school
- Replacement of the office HVAC unit at the elementary school
- Replacement of the existing HVAC controls in the original section of the high school

The costs of the projects will be paid for by the Savings Depreciation Fund and/or the Special Building Fund. The board will consider, discuss, and take all necessary action to authorize the superintendent to enter into an Energy Services Company contract with Facility Advocates.

Moved by Eric Wilke, seconded by Gary Hollst to authorize the superintendent to enter into an Energy Services Company contract with Facility Advocates for an amount to not exceed \$635,000 for energy projects as proposed and discussed. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1
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. Policies for review at the October board meeting:

- 2001-Role of the Board of Education
- 2002-Organization of the Board, Board Officers, Check Signing, and Committees.
- 2003-Development and Education of Board Members
- 2004-Oath of Office
- 2005-Conflict of Interest
- 2006-Complaint Procedure
- 2007-Reimbursement and Miscellaneous Expenditures

Moved by Gary Hollst, seconded by Eric Wilke to approve the policies as presented. Roll Call Vote: Daniell: Yes, Egr: Yes, Hancock: Absent, Hollst: Yes, Wacker: Yes, Wilke: Yes. Yes: 5, No: 0, Absent: 1
Motion Carried

13. Discussion and Informational Items

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

- Negotiations for 2025-26

- Board Negotiations Committee
- Possible dates to begin (must meet to start the process prior to November 1)
- Strategic Plan
- Student admission to extra-curricular events
- Access hours for Fitness Center (weight room)
- State Education Conference
 - Thursday, November 21
- Policies for review at the November 11 board meeting:
 - 2008-Meetings
 - 2009-Public Participation at Board Meetings
 - 2010-Preparation for Board Meetings
 - 2011-Membership Organizations
 - 2012-Board Code of Ethics
 - 2013-Violation of Board Ethics
 - 2014-Relationship with District Legal Counsel

14. Next Board Meeting

The Board will conduct a Special Board meeting on October 24, 2024, at 5:30pm in the high school media center for the purpose of discussing the superintendent search.

The next regular monthly meeting of the Board is scheduled for November 11, 2024, at 6:00pm in the high school media center.

15. Adjournment

Meeting was adjourned at 7:38pm.

**BOARD OF EDUCATION
YUTAN PUBLIC SCHOOLS**

**BOARD MEETING
High School Media Center
October 24, 2024**

AGENDA

1. Call to Order

The meeting was called to order at 5:30pm by President 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 5:32 PM.

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

5. Excuse Absences of Board Members

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

6. Public Notice

Per board policy 2008-Meetings, 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, October 18, 2024.
- **Postings:** Meeting notice was posted at the entrance of Yutan High School, Yutan Elementary School, Yutan Post Office, First State Bank-Yutan, and on the Yutan Public Schools web page on Monday, October 21, 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

Moved by Gary Hollst, seconded by Eric Wilke to approve the agenda. Roll Call Vote: Daniell: Yes, Egr: Absent, Hancock: Yes, Hollst: Yes, Wacker: Yes, Wilke: Yes Yes: 5, No: 0, Absent: 1 Motion Carried

8. Public Comments

Instructions for those who wish to speak during Public 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 Public Comment period will be scheduled at some meetings. A 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.

Comments:

- General Public Comments:

9. Superintendent Search

Shari Becker, Director of the NASB Leadership Search Service, will facilitate a board discussion regarding the superintendent search process.

Shari Becker facilitated discussion on the superintendent search specific to: interview schedule and teams, board of education questions, interview protocols, a sample contract, compensation data, and open meeting statute requirements for the board of education interviews. At the next special meeting, the board will finalize board of education questions, the interview schedule/teams, and review applicant materials. Open session and closed session will be utilized to accomplish applicant screening and selection of finalists.

10. Next Board Meeting

The next regular meeting of the Board is scheduled for Monday, November 11, 2024 at 6:00pm in the high school media center.

11. Adjournment

Meeting was adjourned at 7:00pm

YUTAN PUBLIC SCHOOLS									
FUND STATEMENT AND ACCOUNT BALANCES									
10/31/2024									
ACCOUNT	ACCOUNT #	BOOK BEG BALANCE	RECEIPTS	INTEREST	EXPENSES	TRANSFERS	BOOK END BALANCE	OUTSTANDING CHECKS	BANK STATEMENT BALANCE
GENERAL FUND									
CHECKING	467216	\$ 2,775,292.47	\$ 305,145.60	\$ 10,017.94	\$ 665,922.91		\$ 2,424,533.10	\$ 1,651.35	\$ 2,426,184.45
							\$ 2,424,533.10		\$ 2,426,184.45
							\$ 2,136,686.65	10/31/2023	
DEPRECIATION FUND									
CHECKING	467533	\$ 595,993.44		\$ 2,311.38	\$ 5,787.68		\$ 592,517.14		\$ 592,517.14
NLAF	9300749	\$ 1,085,468.23		\$ 4,307.59			\$ 1,089,775.82		\$ 1,089,775.82
							\$ 1,682,292.96		\$ 1,682,292.96
							\$ 1,742,704.31	10/31/2023	
BOND FUND									
CHECKING	910148304	\$ 1,052,081.52	\$ 2,728.47	\$ 4,098.41			\$ 1,058,908.40		\$ 1,058,908.40
							\$ 1,058,908.40		\$ 1,058,908.40
							\$ 884,928.44	10/31/2023	
QCPUF FUND									
CHECKING	910148293	\$ 676.52		\$ 2.63			\$ 679.15		\$ 679.15
							\$ 679.15		\$ 679.15
							\$ 632.45	10/31/2023	
BUILDING FUND									
CHECKING	689612	\$ 196,098.54	\$ 4,207.28	\$ 771.98			\$ 201,077.80		\$ 201,077.80
NLAF	9300012	\$ 509,775.36		\$ 2,023.00			\$ 511,798.36		\$ 511,798.36
							\$ 712,876.16		\$ 712,876.16
							\$ 857,219.11	10/31/2023	
UNEMPLOYMENT FUND									
SAVINGS	46945020	\$ 16,361.76					\$ 16,361.76		\$ 16,361.76
							\$ 16,361.76		\$ 16,361.76
							\$ 16,337.11	10/31/2023	
ACTIVITY FUND									
CHECKING	686097	\$ 106,948.97	\$ 38,814.04	\$ 442.49	\$ 37,757.51		\$ 108,447.99	\$ 18,770.17	\$ 127,218.16
							\$ 108,447.99		\$ 127,218.16
							\$ 105,097.57	10/31/2023	
STUDENT FEE									
SAVINGS	46855520	\$ 9,335.81					\$ 9,335.81		\$ 9,335.81
							\$ 9,335.81		\$ 9,335.81
							\$ 9,321.73	10/31/2023	
EMPLOYEE BENEFIT FUND									
CHECKING	467614	\$ 3,953.99					\$ 3,953.99		\$ 3,953.99
PAYFLEX	500301928	\$ 31,709.24	\$ 2,511.63		\$ 6,187.68		\$ 28,033.19		\$ 28,033.19
							\$ 31,987.18		\$ 31,987.18
							\$ 34,427.47	10/31/2023	
LUNCH FUND									
CHECKING	687371	\$ 235,244.32	\$ 19,071.32	\$ 904.78	\$ 30,481.39		\$ 224,739.03	\$ 8.20	\$ 224,747.23
							\$ 224,739.03		\$ 224,747.23
							\$ 229,393.34	10/31/2023	
TOTAL ALL FUNDS									
							\$ 6,270,161.54		\$ 6,290,591.26
							\$ 6,016,748.18	10/31/2023	
TOTALS		\$ 6,618,940.17	\$ 372,478.34	\$ 24,880.20	\$ 746,137.17	\$ -	\$ 6,270,161.54	\$ 20,429.72	\$ 6,290,591.26

YUTAN PUBLIC SCHOOLS
 CONSENT ITEMS FOR PAYMENT
 10/31/2024

<u>FUND</u>	<u>DATE</u>	<u>CHECKS</u>	<u>VENDOR</u>	<u>AMOUNT</u>
<u>SPECIAL BUILDING</u>				
				Total Special Building
				\$ -
<u>DEPRECIATION</u>				
Run fiber to training center		#466	Bauer Underground	\$ 9,710.25
				Total Depreciation
				\$ 9,710.25
<u>QCPUF</u>				
				Total QCPUF
				\$ -
<u>BOND</u>				
				Total Bond
				\$ -
<u>TRANSFERS</u>				
				Total Transfers
				\$ -
<u>LUNCH</u>				
Lunch Fund Bills		#6843-6848		\$ 26,508.63
Direct Deposit		#6849-6855		\$ 11,013.92
Third Party Checks (Benefits)				\$ 279.01
Third Party Electronic Payment (HSA)				\$ -
Tax Liabilities				\$ 2,655.71
Nebraska Public Employees Retirement Systems				\$ 1,790.37
Payflex				\$ -
				Total Lunch Fund
				\$ 42,247.64
<u>GENERAL</u>				
General Fund Bills		#23605-23658		\$ 116,732.48
Direct Deposit		#23659-23668		\$ 262,064.57
Third Party Checks (Benefits)				\$ 85,991.06
Third Party Electronic Payment (HSA)				\$ 7,418.49
Tax Liabilities				\$ 94,695.79
Nebraska Public Employees Retirement Systems				\$ 69,722.35
Payflex				\$ 2,296.98
				Total General Fund
				\$ 638,921.72
				TOTAL PAYMENTS
				\$ 690,879.61

Yutan Public Schools
October 2024 Revenue Report

Account	October Actuals	Actuals (YTD)	Estimated Actual Revenue Budget	Actual Available	YTD % of Actual Budget	Adopted NDE Budget	NDE Available	YTD % of NDE Budget
01100 - Taxes Levied/Assessed by the School District	(\$48,741.46)	(\$994,042.15)	\$3,964,322.00	\$2,970,279.85	25.07%	(\$4,045,227.00)	(\$3,051,184.85)	24.57%
01115 - Carline Taxes	\$0.00	(\$518.15)	\$4,860.00	\$4,341.85	10.66%	(\$4,860.00)	(\$4,341.85)	10.66%
01120 - Public Power District Sales Taxes	\$0.00	(\$143.17)	\$34,200.00	\$34,056.83	0.42%	(\$34,200.00)	(\$34,056.83)	0.42%
01125 - Motor Vehicle Taxes	(\$25,957.93)	(\$55,167.25)	\$362,100.00	\$306,932.75	15.24%	(\$362,100.00)	(\$306,932.75)	15.24%
01370 - Preschool Tuition & Fees	(\$1,840.00)	(\$5,320.00)	\$14,300.00	\$8,980.00	37.20%	(\$14,300.00)	(\$8,980.00)	37.20%
01510 - Interest on Investments	(\$10,017.94)	(\$20,532.50)	\$90,174.00	\$69,641.50	22.77%	(\$90,174.00)	(\$69,641.50)	22.77%
01951 - Miscellaneous Revenue From Other School Districts Within the State	\$0.00	(\$142.94)	\$0.00	(\$142.94)	0.00%	\$0.00	\$142.94	0.00%
02110 - County Fines & License Fees	(\$1,967.75)	(\$1,967.75)	\$24,560.00	\$22,592.25	8.01%	(\$24,560.00)	(\$22,592.25)	8.01%
02130 - Other County Receipts	\$0.00	(\$1,681.41)	\$0.00	(\$1,681.41)	0.00%	\$0.00	\$1,681.41	0.00%
03110 - State Aid	(\$224,423.00)	(\$454,363.00)	\$2,244,232.00	\$1,789,869.00	20.25%	(\$2,244,232.00)	(\$1,789,869.00)	20.25%
03120 - SPED (School Age)	\$0.00	\$0.00	\$608,420.00	\$608,420.00	0.00%	(\$608,420.00)	(\$608,420.00)	0.00%
03125 - Revenue from State Sources - Sped Transportation (School Age)	\$0.00	\$0.00	\$22,780.00	\$22,780.00	0.00%	(\$22,780.00)	(\$22,780.00)	0.00%
03133 - Nameplate Capacity Tax	\$0.00	\$0.00	\$280,000.00	\$280,000.00	0.00%	(\$280,000.00)	(\$280,000.00)	0.00%
03180 - Pro-Rate Motor Vehicle	(\$1,127.15)	(\$1,127.15)	\$8,260.00	\$7,132.85	13.65%	(\$8,260.00)	(\$7,132.85)	13.65%
03400 - State Apportionment	\$0.00	\$0.00	\$78,460.00	\$78,460.00	0.00%	(\$78,460.00)	(\$78,460.00)	0.00%
03535 - Payment for High Ability Learners	\$0.00	\$0.00	\$5,500.00	\$5,500.00	0.00%	(\$5,500.00)	(\$5,500.00)	0.00%
03551 - Career Education	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.00%	(\$7,500.00)	(\$7,500.00)	0.00%
04310 - REAP	\$0.00	\$0.00	\$20,160.00	\$20,160.00	0.00%	(\$20,160.00)	(\$20,160.00)	0.00%
04505 - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$0.00	(\$34,039.00)	\$21,588.00	(\$12,451.00)	157.68%	(\$21,588.00)	\$12,451.00	157.68%
04509 - Title II, Part A ESSA: Supporting Effective Education	\$0.00	(\$7,329.00)	\$0.00	(\$7,329.00)	0.00%	\$0.00	\$7,329.00	0.00%
04516 - IDEA Preschool (619) Base/IDEA Enrollment Poverty Allocation	\$0.00	\$0.00	\$113,400.00	\$113,400.00	0.00%	(\$1,640.00)	(\$1,640.00)	0.00%
04518 - IDEA Part B (611) Base & Enrollment Poverty Allocation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	(\$104,890.00)	(\$104,890.00)	0.00%
04521 - IDEA Part B Proportionate Share	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	(\$6,870.00)	(\$6,870.00)	0.00%
04525 - Federal Vocational & Applied Technology Education (Carl Perkins)	\$0.00	\$0.00	\$7,500.00	\$7,500.00	0.00%	(\$7,500.00)	(\$7,500.00)	0.00%
04708 - Medicaid in Public Schools	\$0.00	(\$49.73)	\$250.00	\$200.27	19.89%	(\$250.00)	(\$200.27)	19.89%
04709 - Medicaid Administrative Activities (MAAPS)	(\$495.31)	(\$495.31)	\$1,500.00	\$1,004.69	33.02%	(\$1,500.00)	(\$1,004.69)	33.02%
05690 - Other Non-Revenue Receipts	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.00%	(\$3,500.00)	(\$3,500.00)	0.00%
Totals	(\$314,570.54)	(\$1,576,918.51)	\$7,917,566.00	\$6,340,647.49	19.92%	\$(7,998,471.00)	(\$6,421,552.49)	19.72%

Yutan Public Schools

November 2024 Expense Report

Account	November Actuals	Actuals (YTD)	Estimated Actual Expenditure Budget	Actual Available	YTD % of Actual Budget	Adopted NDE Budget	NDE Available	YTD % of NDE Budget
01100 - Regular Instructions Programs	\$268,975.89	\$863,713.59	\$3,326,433.00	\$2,462,719.41	25.97%	\$3,718,682.00	\$2,845,459.77	23.23%
01160 - Poverty Programs	\$9,188.40	\$27,565.20	\$110,241.00	\$82,675.80	25.00%	\$110,241.00	\$82,675.80	25.00%
01190 - Early Childhood Educational Programs	\$7,861.39	\$23,072.13	\$84,219.00	\$61,146.87	27.40%	\$88,719.00	\$65,646.87	26.01%
01200 - Special Education Instructional Programs - School Age	\$77,328.53	\$205,023.02	\$923,161.00	\$718,137.98	22.21%	\$1,256,953.00	\$1,051,800.98	16.31%
01291 - Special Education Instructional Programs - Ages 3-5	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,500.00	\$8,500.00	0.00%
01292 - Special Education Instructional Programs - Ages 0-2	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
02120 - Guidance Services	\$20,044.25	\$60,358.06	\$230,989.00	\$170,630.94	26.13%	\$247,989.00	\$187,630.94	24.34%
02130 - Health Services	\$4,430.16	\$12,721.51	\$48,569.00	\$35,847.49	26.19%	\$60,069.00	\$47,347.49	21.18%
02131 - Health Services - SPED - School Age	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$35,000.00	\$35,000.00	0.00%
02141 - Psychological Services - SPED - School Age	\$17,274.50	\$18,006.12	\$56,000.00	\$37,993.88	32.15%	\$64,000.00	\$45,993.88	28.13%
02151 - Speech Pathology and Audiology Services - SPED - School Age	\$7,850.65	\$32,614.45	\$92,243.00	\$59,628.55	35.36%	\$99,243.00	\$66,628.55	32.86%
02153 - Speech Pathology and Audiology Services - SPED - Ages 0-2	\$0.00	\$724.80	\$1,000.00	\$275.20	72.48%	\$5,500.00	\$4,775.20	13.18%
02161 - Occupational Therapy-Related Services - SPED - School Age	\$8,012.75	\$8,012.75	\$44,000.00	\$35,987.25	18.21%	\$50,000.00	\$41,987.25	16.03%
02162 - Occupational Therapy-Related Services - SPED - Ages 3-5	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
02163 - Occupational Therapy-Related Services - SPED - Ages 0-2	\$0.00	\$469.21	\$0.00	(\$469.21)	0.00%	\$10,000.00	\$9,530.79	4.69%
02171 - Physical Therapy-Related Services - SPED - School Age	\$987.18	\$1,377.81	\$3,300.00	\$1,922.19	41.75%	\$5,000.00	\$3,622.19	27.56%
02172 - Physical Therapy-Related Services - SPED - Ages 3-5	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
02173 - Physical Therapy-Related Services - SPED - Ages 0-2	\$484.88	\$484.88	\$2,400.00	\$1,915.12	20.20%	\$3,500.00	\$3,015.12	13.85%
02181 - Visually Impaired-Related Services - SPED - School Age	\$0.00	\$0.00	\$750.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
02190 - Support Services - Student - Other	\$14,814.72	\$86,640.84	\$244,379.00	\$157,738.16	35.45%	\$244,379.00	\$157,738.16	35.45%
02211 - School Improvement	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
02213 - Instructional Staff Training	\$0.00	\$0.00	\$3,500.00	\$3,500.00	0.00%	\$5,000.00	\$5,000.00	0.00%
02220 - Library or Media Services	\$13,464.87	\$38,837.23	\$155,387.00	\$116,549.77	24.99%	\$164,387.00	\$125,549.77	23.63%
02230 - Instruction-Related Technology	\$0.00	\$0.00	\$5,000.00	\$5,000.00	0.00%	\$15,000.00	\$15,000.00	0.00%
02310 - Board of Education	\$4,806.14	\$9,236.71	\$42,800.00	\$33,563.29	21.58%	\$53,500.00	\$44,263.29	17.26%
02320 - Executive Administration	\$24,197.02	\$73,560.04	\$290,543.00	\$216,982.96	25.32%	\$295,643.00	\$222,082.96	24.88%
02330 - District Legal Services	\$1,319.00	\$1,319.00	\$12,000.00	\$10,681.00	10.99%	\$50,000.00	\$48,681.00	2.64%
02410 - Office of the Principal	\$42,426.60	\$127,086.82	\$497,051.00	\$369,964.18	25.57%	\$514,850.00	\$387,763.18	24.68%
02510 - Fiscal Services	\$24,517.09	\$48,172.89	\$197,150.00	\$148,977.11	24.43%	\$233,350.00	\$185,177.11	20.64%
02610 - Operation of Buildings	\$34,700.44	\$120,307.49	\$525,598.00	\$405,290.51	22.89%	\$770,450.00	\$650,142.51	15.62%
02620 - Maintenance of Buildings	\$16,683.92	\$66,016.87	\$284,896.00	\$218,879.13	23.17%	\$373,895.00	\$307,878.13	17.66%
02630 - Care & Upkeep of Grounds	\$354.19	\$1,462.59	\$9,700.00	\$8,237.41	15.08%	\$30,000.00	\$28,537.41	4.88%
02660 - Security	\$0.00	\$705.66	\$0.00	(\$705.66)	0.00%	\$0.00	(\$705.66)	0.00%
02710 - Vehicle Operation & Purchasing- Regular Education	\$15,058.85	\$39,404.13	\$157,851.00	\$118,446.87	24.96%	\$389,160.00	\$349,755.87	10.13%
02712 - Vehicle Operation & Purchasing - School Age SPED	\$3,220.76	\$8,202.93	\$45,234.00	\$37,031.07	18.13%	\$181,934.00	\$173,731.07	4.51%
02713 - Vehicle Operation & Purchasing - Ages 3-5 SPED	\$0.00	\$0.00	\$500.00	\$500.00	0.00%	\$2,500.00	\$2,500.00	0.00%
02715 - Vehicle Operation & Purchasing - Ages 0-2 SPED	\$0.00	\$0.00	\$1,500.00	\$1,500.00	0.00%	\$2,500.00	\$2,500.00	0.00%
03300 - Community Services Operations	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
03535 - High Ability Learners	\$895.16	\$2,685.48	\$10,733.00	\$8,047.52	25.02%	\$10,733.00	\$8,047.52	25.02%
06200 - Federal Services - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$7,904.81	\$23,714.43	\$42,982.00	\$19,267.57	55.17%	\$43,982.00	\$20,267.57	53.92%
06406 - Federal Services - IDEA Preschool (619) Base Allocation	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$5,000.00	0.00%
06408 - Federal Services - IDEA Part B (611) Base & Enrollment Poverty Allocation - Birth Through Age 21	\$12,119.57	\$17,799.99	\$82,535.00	\$64,735.01	21.57%	\$123,935.00	\$106,135.01	14.36%
06412 - Federal Services - IDEA Part B Proportionate Share	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$10,000.00	0.00%
06423 - Federal Services - IDEA Part B ARP Proportionate Share	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$5,000.00	0.00%
06700 - Federal Services - Federal Vocational & Applied Technology Education (Carl Perkins)	\$0.00	\$6,236.75	\$7,500.00	\$1,263.25	83.16%	\$7,500.00	\$1,263.25	83.16%
06992 - REAP	\$0.00	\$0.00	\$57,287.00	\$57,287.00	0.00%	\$57,289.00	\$57,289.00	0.00%
08000 - Transfers (Outgoing)	\$0.00	\$0.00	\$250,000.00	\$250,000.00	0.00%	\$250,000.00	\$250,000.00	0.00%
Totals	\$638,921.72	\$1,925,533.38	\$7,847,431.00	\$5,921,897.62	24.54%	\$9,663,383.00	\$7,728,211.98	19.93%

Yutan Public Schools

Check Report

November 2024

Payee	Check Date	Check Number	Description	Type	Amount
Accurate Locksmiths, Inc	11/11/2024	23605	Service Call - Weight Room door	Accounts Payable	\$202.50
Accurate Locksmiths, Inc	11/11/2024	23605	Service Call-ELEM	Accounts Payable	\$253.50
All Star Plumbing, LLC	11/11/2024	23606	Plumbing Services	Accounts Payable	\$875.00
Amazon Capital Services, Inc.	11/11/2024	23607	Books-4th Grade	Accounts Payable	\$68.57
Amazon Capital Services, Inc.	11/11/2024	23607	Books-HS	Accounts Payable	\$264.00
Amazon Capital Services, Inc.	11/11/2024	23607	Guidance Supplies	Accounts Payable	\$86.98
Amazon Capital Services, Inc.	11/11/2024	23607	Tech Supplies	Accounts Payable	\$323.66
BerganKDV LLC	11/11/2024	23608	Annual Audit 2023	Accounts Payable	\$9,000.00
Bound To Stay Bound Books, Inc	11/11/2024	23609	Library Books-JH	Accounts Payable	\$7.37
Boys Town	11/11/2024	23610	Instruction--SEPT 24-EG	Accounts Payable	\$5,700.00
City Of Yutan	11/11/2024	23611	Water Bills	Accounts Payable	\$680.00
Column Software PBC	11/11/2024	23612	Notice ID RGFMONvbCUAMmd51ZNKHWahoo Paper	Accounts Payable	\$20.19
Cubbys, Inc.	11/11/2024	23613	Fuel	Accounts Payable	\$490.76
Culligan Of Omaha	11/11/2024	23614	Solar Salt	Accounts Payable	\$550.50
DAS STATE ACCT- CENTRAL FINANCE OCIO	11/11/2024	23615	E-Rate	Accounts Payable	\$2,663.13
DH Pace	11/11/2024	23616	Service Call-ELEM	Accounts Payable	\$401.85
Diversified Drug Testing	11/11/2024	23617	Clearinghouse membership	Accounts Payable	\$40.00
Eakes	11/11/2024	23618	Copier/Printer Contracts	Accounts Payable	\$1,579.46
Eakes	11/11/2024	23618	EGoldFax	Accounts Payable	\$160.93
Eakes	11/11/2024	23618	Staples	Accounts Payable	\$163.68
Educational Service Unit #2	11/11/2024	23619	1st Quarter Billing	Accounts Payable	\$38,929.60
Educational Service Unit #2	11/11/2024	23619	ELA Secondary Cohort	Accounts Payable	\$25.00
Educational Service Unit #2	11/11/2024	23619	School Improvement Workshop	Accounts Payable	\$20.00
Egan Supply Co, Inc.	11/11/2024	23620	Custodial Supplies	Accounts Payable	\$1,048.78
First National Bank	11/11/2024	23621	Visa Charges	Accounts Payable	\$1,504.04
Fitzgerald, Brian E	11/11/2024	23622	Mileage	Accounts Payable	\$136.68
Frontier Cooperative	11/11/2024	23623	Fuel	Accounts Payable	\$2,537.64
General Fire & Safety	11/11/2024	23624	Semi Annual Fire Suppression System Inspection	Accounts Payable	\$381.00
Helm Service Inc	11/11/2024	23625	Thermostat-AC	Accounts Payable	\$575.35
Hoegh, Trevor L	11/11/2024	23626	Mileage	Accounts Payable	\$289.44
Hometown Leasing	11/11/2024	23627	Copier Lease	Accounts Payable	\$1,738.03
Honeyman Rent-All	11/11/2024	23628	Aerator Rental	Accounts Payable	\$222.84
Inland Truck Parts & Service	11/11/2024	23629	Service Call	Accounts Payable	\$997.76
INTERMEDIA.NET INC	11/11/2024	23630	Phone Services	Accounts Payable	\$113.41
Jurey, Lindsey N	11/11/2024	23631	Mileage	Accounts Payable	\$174.20
Konecky Oil, Inc.	11/11/2024	23632	Service on F-250	Accounts Payable	\$1,313.37

Konecky Oil, Inc.	11/11/2024	23632	Vehicle Supplies	Accounts Payable	\$119.88
KSB School Law	11/11/2024	23633	District Legal Services	Accounts Payable	\$1,319.00
Learn 2 Move	11/11/2024	23634	PT Services	Accounts Payable	\$1,472.06
Lincoln Journal Star	11/11/2024	23635	ACCT #118-60104380Employment AD	Accounts Payable	\$868.95
Lynch, Joshua S	11/11/2024	23636	Mileage	Accounts Payable	\$107.20
Matheson Tri-Gas, Inc.	11/11/2024	23637	Shop Supplies	Accounts Payable	\$175.20
Matheson Tri-Gas, Inc.	11/11/2024	23637	Tank Rentals	Accounts Payable	\$322.65
Menards	11/11/2024	23638	Maintenance & Grounds	Accounts Payable	\$77.92
Menards	11/11/2024	23638	Shop Class-supplies	Accounts Payable	\$416.00
Menards	11/11/2024	23638	Supplies-building	Accounts Payable	\$34.29
Metropolitan Utilities District	11/11/2024	23639	Natural Gas bills	Accounts Payable	\$2,211.00
MH Eqiupment	11/11/2024	23640	Scissor Lift Rental	Accounts Payable	\$342.72
Michelle Griffith	11/11/2024	23641	Mileage	Accounts Payable	\$924.60
Midwest Alarm Services	11/11/2024	23642	Service-HS	Accounts Payable	\$205.88
My Central Supply	11/11/2024	23643	Custodial supplies	Accounts Payable	\$900.29
NASB	11/11/2024	23644	2024 Area Membership Meeting	Accounts Payable	\$89.00
NASB	11/11/2024	23644	State Education Conference	Accounts Payable	\$758.00
NASB	11/11/2024	23644	Supt. Search Fee	Accounts Payable	\$3,000.00
Nebraska Council Of School Administrators	11/11/2024	23645	2024-Labor relations pre conference/NCSA/NASB Member	Accounts Payable	\$240.00
Novotny, Stefanie E	11/11/2024	23646	Mileage	Accounts Payable	\$574.86
Novotny, Tahler M	11/11/2024	23647	Mileage	Accounts Payable	\$233.16
One Source	11/11/2024	23648	Background Checks	Accounts Payable	\$5.00
OPPD	11/11/2024	23649	Electric Bills	Accounts Payable	\$15,846.16
Pfeil, Rex W	11/11/2024	23650	Phone Allowance/Mileage	Accounts Payable	\$50.24
Rise Vision	11/11/2024	23651	Enterprise Displays	Accounts Payable	\$450.00
Rise Vision	11/11/2024	23651	Media Player 5 yr contract	Accounts Payable	\$66.82
Texthelp Inc	11/11/2024	23652	Text Help Subscription	Accounts Payable	\$882.00
TNT Cleaning Service	11/11/2024	23653	Cleaning Services	Accounts Payable	\$9,315.00
U.S. Bank	11/11/2024	23654	Visa Charges	Accounts Payable	\$654.86
Wahoo-Waverly-Ashland	11/11/2024	23655	ACCT # 860000001003634Help Wanted Ads	Accounts Payable	\$70.00
Waste Connections Of Ne, Inc.	11/11/2024	23656	Trash Services-ELEM	Accounts Payable	\$350.36
Waste Connections Of Ne, Inc.	11/11/2024	23656	Trash Services-HS	Accounts Payable	\$545.00
Windstream	11/11/2024	23657	Phone Services-ELEM	Accounts Payable	\$157.18
Windstream	11/11/2024	23657	Phone Services-HS	Accounts Payable	\$102.95
Yutan Lunch Fund	11/11/2024	23658	PreK Snacks	Accounts Payable	\$305.03
Total Accounts Payable General Fund					\$116,732.48
OneAmerica	11/11/2024	23659	OneAmerica Basic Life and AD&D	Payroll Liability	\$189.44
OneAmerica	11/11/2024	23659	OneAmerica Child Voluntary Life and AD&D	Payroll Liability	\$12.40
OneAmerica	11/11/2024	23659	OneAmerica Employee Voluntary Life and AD&D	Payroll Liability	\$274.72
OneAmerica	11/11/2024	23659	OneAmerica Long-Term Disability	Payroll Liability	\$1,211.56

OneAmerica	11/11/2024	23659	OneAmerica Short-Term Disability	Payroll Liability	\$890.83
OneAmerica	11/11/2024	23659	OneAmerica Spouse Voluntary Life and AD&D	Payroll Liability	\$31.07
Ameritas Life Insurance Corp	11/11/2024	23660	Ameritas Vision - Emp + Children	Payroll Liability	\$90.00
Ameritas Life Insurance Corp	11/11/2024	23660	Ameritas Vision - Emp + Spouse	Payroll Liability	\$74.24
Ameritas Life Insurance Corp	11/11/2024	23660	Ameritas Vision - Family	Payroll Liability	\$299.52
Ameritas Life Insurance Corp	11/11/2024	23660	Ameritas Vision - Single	Payroll Liability	\$77.40
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - EE & Children HSA NB Plan	Payroll Liability	\$2,554.24
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - EE & Children PPO NB Plan	Payroll Liability	\$1,487.93
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - EE & Children PPO PSBC Plan	Payroll Liability	\$2,975.86
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - EE & Spouse HSA NB Plan	Payroll Liability	\$1,449.69
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - EE & Spouse HSA PSBC Plan	Payroll Liability	\$1,449.69
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - EE & Spouse PPO NB Plan	Payroll Liability	\$3,377.96
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Family HSA NB Plan	Payroll Liability	\$5,839.65
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Family HSA PSBC Plan	Payroll Liability	\$17,518.95
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Family PPO BH Plan	Payroll Liability	\$2,267.88
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Family PPO NB Plan	Payroll Liability	\$15,875.16
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Family PPO PSBC Plan	Payroll Liability	\$9,071.52
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Single HSA BH Plan	Payroll Liability	\$1,380.62
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Single HSA PSBC Plan	Payroll Liability	\$2,070.93
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Single PPO BH Plan	Payroll Liability	\$804.30
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Single PPO NB Plan	Payroll Liability	\$2,412.90
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Benefit - Single PPO PSBC Plan	Payroll Liability	\$3,217.20
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Dental - EE & Children	Payroll Liability	\$266.61
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Dental - EE & Spouse	Payroll Liability	\$90.39
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Dental - Family	Payroll Liability	\$621.85
Blue Cross / Blue Shield	11/11/2024	23661	BCBS Dental - Single	Payroll Liability	\$542.34
Blue Cross / Blue Shield	11/11/2024	23661	Section 125 Dental	Payroll Liability	\$1,222.25
First State Bank - State Taxes	11/11/2024	23662	State Withholding - NE	Payroll Liability	\$12,349.12
First State Bank - Payroll Taxes	11/11/2024	23663	Federal Withholding	Payroll Liability	\$25,465.37
First State Bank - Payroll Taxes	11/11/2024	23663	FICA	Payroll Liability	\$46,099.86
First State Bank - Payroll Taxes	11/11/2024	23663	Medicare	Payroll Liability	\$10,781.44
Retirement Plan Consultants LLC	11/11/2024	23664	403b % (Traditional)	Payroll Liability	\$562.35
Retirement Plan Consultants LLC	11/11/2024	23664	403b % Roth	Payroll Liability	\$34.12
Retirement Plan Consultants LLC	11/11/2024	23664	403b (Traditional)	Payroll Liability	\$4,861.69
Retirement Plan Consultants LLC	11/11/2024	23664	403b Roth	Payroll Liability	\$150.00
State Of Nebraska NPERS	11/11/2024	23665	NPERS	Payroll Liability	\$69,722.35
Transamerica Life Insurance Company	11/11/2024	23666	Transamerica Basic Accident Plan Option 2	Payroll Liability	\$164.31
Transamerica Life Insurance Company	11/11/2024	23666	Transamerica Critical Illness	Payroll Liability	\$65.63
Transamerica Life Insurance Company	11/11/2024	23666	Transamerica Hospital Select II MO - Plan 2	Payroll Liability	\$21.56
Transamerica Life Insurance Company	11/11/2024	23666	Transamerica Universal Life Insurance UL10	Payroll Liability	\$27.30
Yutan Flex Account	11/11/2024	23667	Dependent Care	Payroll Liability	\$935.33

Yutan Flex Account	11/11/2024	23667	Medical Flex	Payroll Liability	\$1,361.65
Yutan School Lunch	11/11/2024	23668	Lunch Deduction	Payroll Liability	\$455.00
DirectDep- First State Bank	11/11/2024	EFT	Direct Deposit	Payroll Liability	\$262,064.57
HSA Bank	11/11/2024	EFT	HSA Bank Benefit	Payroll Liability	\$7,418.49
Total Payroll General Fund					\$522,189.24
TOTAL GENERAL FUND					\$638,921.72
Amazon Capital Services, Inc.	11/11/2024	6843	Kitchen Supplies	Accounts Payable	\$64.58
Egan Supply Co, Inc.	11/11/2024	6844	Dishwasher Lease-ELEM	Accounts Payable	\$350.00
Egan Supply Co, Inc.	11/11/2024	6844	Dishwasher Lease-HS	Accounts Payable	\$275.19
Egan Supply Co, Inc.	11/11/2024	6844	Kitchen supplies	Accounts Payable	\$198.88
Hiland Dairy	11/11/2024	6845	Milk-Elem	Accounts Payable	\$1,715.49
Hiland Dairy	11/11/2024	6845	Milk-HS	Accounts Payable	\$742.75
Kelly's Produce	11/11/2024	6846	Fresh Produce	Accounts Payable	\$1,913.25
Martin Bros.	11/11/2024	6847	Lunch Food	Accounts Payable	\$20,758.77
Nebraska Food Distribution Program	11/11/2024	6848	Delivery for Commodities	Accounts Payable	\$489.72
Total Accounts Payable Lunch Fund					\$26,508.63
OneAmerica	11/11/2024	6849	OneAmerica Basic Life and AD&D	Payroll Liability	\$10.16
OneAmerica	11/11/2024	6849	OneAmerica Long-Term Disability	Payroll Liability	\$28.42
OneAmerica	11/11/2024	6849	OneAmerica Short-Term Disability	Payroll Liability	\$21.27
Ameritas Life Insurance Corp	11/11/2024	6850	Ameritas Vision - Single	Payroll Liability	\$10.32
Blue Cross / Blue Shield	11/11/2024	6851	Section 125 Dental	Payroll Liability	\$72.32
First State Bank - State Taxes	11/11/2024	6852	State Withholding - NE	Payroll Liability	\$239.46
First State Bank - Payroll Taxes	11/11/2024	6853	Federal Withholding	Payroll Liability	\$326.19
First State Bank - Payroll Taxes	11/11/2024	6853	FICA	Payroll Liability	\$1,693.92
First State Bank - Payroll Taxes	11/11/2024	6853	Medicare	Payroll Liability	\$396.14
State Of Nebraska NPERS	11/11/2024	6854	NPERS	Payroll Liability	\$1,790.37
Transamerica Life Insurance Company	11/11/2024	6855	Transamerica Basic Accident Plan Option 2	Payroll Liability	\$51.08
Transamerica Life Insurance Company	11/11/2024	6855	Transamerica Universal Life Insurance UL10	Payroll Liability	\$85.44
DirectDep- First State Bank	11/11/2024	EFT	Direct Deposit	Payroll Liability	\$11,013.92
Total Payroll Lunch Fund					\$15,739.01
TOTAL LUNCH FUND					\$42,247.64
Bauer Underground	11/11/2024	466	Run fiber to training center	Accounts Payable	\$9,710.25
Total Accounts Payable Depreciation Fund					\$9,710.25
TOTAL DEPRECIATION FUND					\$9,710.25

Receipt History

Detail report. Sorted by Site, Receipt Number.
From 10/01/2024 to 10/31/2024.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Amount	Tax Amount	
Tax Name	Tax Activity			Tax Rate %			Tax Amount		
YPS Yutan Public Schools									
001103	10/03/2024		001117		Parents	Class of 2026 Cookie Dough			
700	Class of 2026						360.00	0.00	360.00
									360.00
001104	10/03/2024		001118		Gate Proceeds	SB Gate-10/1			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						514.00	0.00	514.00
									964.00
001105	10/03/2024		001119		Community Member	Training Center Membership			
930	Weight Room						35.00	0.00	35.00
									35.00
001106	10/03/2024		001120		Parents	B-Day Book Club			
865	Multi-Media - Elem Fundraising						15.00	0.00	15.00
									15.00
001107	10/04/2024		001121		Gate Proceeds	JH VB Gate-10/3			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						455.00	0.00	455.00
									905.00
001108	10/03/2024		001122		Gate Proceeds	JF FB Gate-9/26			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						313.00	0.00	313.00
									763.00
001109	10/03/2024		001123		Gate Proceeds	V VB Gate- 10/1			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						358.00	0.00	358.00
									808.00
001110	10/07/2024		001124		Gate Proceeds	SB Gate-10/5			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						758.00	0.00	758.00
									1,208.00
001111	10/07/2024		001125		Gate Proceeds	R/JV/V VB Gate- 10/3			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						252.00	0.00	252.00
									702.00
001112	10/16/2024		001126		Gate Proceeds	V FB Gate-10/4			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						403.00	0.00	403.00
									853.00
001113	10/16/2024		001127		Gate Proceeds	V FB Gate-10/4			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						1,039.00	0.00	1,039.00
									1,489.00
001114	10/16/2024		001128		Gate Proceeds	Homecoming Dance Proceeds			

Receipt History

Detail report. Sorted by Site, Receipt Number.
From 10/01/2024 to 10/31/2024.

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 %			
980	Seed Money					300.00	0.00	300.00
460	Student Council- High School					764.00	0.00	764.00
						Total For 001114:		1,064.00
001115	10/16/2024		001129		Gate Proceeds			JH/Jv FB Gate-10/7
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					640.00	0.00	640.00
						Total For 001115:		1,090.00
001116	10/18/2024		001130		Gate Proceeds			Sub District SB Gate-10/7
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					1,350.00	0.00	1,350.00
						Total For 001116:		1,800.00
001117	10/16/2024		001131		Gate Proceeds			JH VB Gate-10/8
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					223.00	0.00	223.00
						Total For 001117:		673.00
001118	10/16/2024		001132		Gate Proceeds			V VB Triangular Gate-10/10
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					359.00	0.00	359.00
						Total For 001118:		809.00
001119	10/16/2024		001133		Gate Proceeds			District SB Gate-10/11
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					1,590.00	0.00	1,590.00
						Total For 001119:		2,040.00
001120	10/16/2024		001134		Students			Student Council Vending \$\$
460	Student Council- High School					265.00	0.00	265.00
						Total For 001120:		265.00
001121	10/16/2024		001135		Gate Proceeds			JH VB Gate-10/14
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					367.00	0.00	367.00
						Total For 001121:		817.00
001122	10/16/2024		001136		Gate Proceeds			JV FB Gate-10/14
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					339.00	0.00	339.00
						Total For 001122:		789.00
001123	10/14/2024		001137		Gate Proceeds			V FB Gate-10/11
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					783.00	0.00	783.00
						Total For 001123:		1,233.00
001124	10/14/2024		001138		Gate Proceeds			V FB Gate-10/11
980	Seed Money					450.00	0.00	450.00
210	Gate Receipts					303.00	0.00	303.00
						Total For 001124:		753.00
001125	10/21/2024		001139		Youth Coaches			Key Fob Deposit
930	Weight Room					30.00	0.00	30.00

Receipt History

Detail report. Sorted by Site, Receipt Number.
From 10/01/2024 to 10/31/2024.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Amount	Tax Amount	Amount
Tax Name	Tax Activity			Tax Rate %			Amount	Tax Amount	Amount
						Total For 001125:			30.00
001126	10/21/2024		001140		Students	One Act Shirts			
350	Play Production- One Act						138.00	0.00	138.00
						Total For 001126:			138.00
001127	10/28/2024		001141		Gate Proceeds	NCC VB Gate-10/17			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						323.00	0.00	323.00
						Total For 001127:			773.00
001128	10/16/2024		001142		Students	Band & Choir Shirt \$\$			
325	Music- Instrumental- Fundraising						320.00	0.00	320.00
						Total For 001128:			320.00
001129	10/28/2024		001143		Gate Proceeds	JH VB Gate 10/17			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						479.00	0.00	479.00
						Total For 001129:			929.00
001130	10/28/2024		001144		Gate Proceeds	NCC VB Gate- 10/15			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						438.00	0.00	438.00
						Total For 001130:			888.00
001131	10/28/2024		001145		Gate Proceeds	JV FB Gate-10/21			
980	Seed Money						450.00	0.00	450.00
210	Gate Receipts						174.00	0.00	174.00
						Total For 001131:			624.00
001132	10/24/2024		001146		Schools/Business	Weight Room Weight Sales			
930	Weight Room						1,750.00	0.00	1,750.00
						Total For 001132:			1,750.00
001133	10/22/2024		001147		Schools	JV VB Tournament Entry Fees			
180	Volleyball						450.00	0.00	450.00
						Total For 001133:			450.00
001134	10/22/2024		001148		Schools	SB Tournament Entry Fees			
160	Softball						480.00	0.00	480.00
						Total For 001134:			480.00
001135	10/15/2024		001149		BSN Sports	Booster Clothing Order			
220	General Athletics						26.00	0.00	26.00
						Total For 001135:			26.00
001136	10/22/2024		001150		Businesses	Scoreboard Ads			
220	General Athletics						3,600.00	0.00	3,600.00
						Total For 001136:			3,600.00
001137	10/24/2024		001151		Parents	Cheer Camp \$\$			
300	Cheerleading-Fundraising						1,050.00	0.00	1,050.00
						Total For 001137:			1,050.00
001138	10/21/2024		001152		Boosters	Booster Payment for Wish List			
100	Baseball						198.04	0.00	198.04

Receipt History

Detail report. Sorted by Site, Receipt Number.
From 10/01/2024 to 10/31/2024.

Receipt Number	Receipt Date	Void Date	Deposit Number	Check Number	Received From	Receipt Description	Amount	Sales Tax	Amount
Activity ID	Activity Name		Fee Name & Student ID				Amount	Tax Amount	Amount
	Tax Name		Tax Activity		Tax Rate %		Tax Amount		
	120	Basketball- Boys					554.40	0.00	554.40
						Total For 001138:			752.44
001139	10/30/2024		001153		Parents	Chromebook Damage			
	1005	Chromebook					100.00	0.00	100.00
						Total For 001139:			100.00
001140	10/30/2024		001154		Parents	Family Activity Pass			
	220	General Athletics					150.00	0.00	150.00
						Total For 001140:			150.00
001141	10/30/2024		001155		Gate Proceeds	JV/V VB Gate-10/22			
	980	Seed Money					450.00	0.00	450.00
	210	Gate Receipts					563.00	0.00	563.00
						Total For 001141:			1,013.00
001142	10/30/2024		001156		Gate Proceeds	Sub District VB Gate-10/28			
	980	Seed Money					450.00	0.00	450.00
	210	Gate Receipts					905.00	0.00	905.00
						Total For 001142:			1,355.00
001143	10/30/2024		001157		Gate Proceeds	V FB Gate-10/25			
	980	Seed Money					450.00	0.00	450.00
	210	Gate Receipts					1,099.00	0.00	1,099.00
						Total For 001143:			1,549.00
001144	10/30/2024		001158		Gate Proceeds	V FB Gate-10/25			
	980	Seed Money					450.00	0.00	450.00
	210	Gate Receipts					270.00	0.00	270.00
						Total For 001144:			720.00
001145	10/30/2024		001159		Businesses	Yearbook Ads			
	390	Yearbook					1,900.00	0.00	1,900.00
						Total For 001145:			1,900.00
001146	10/30/2024		001160		Parents	4th Grade Field Trip \$\$			
	905	Field Trip					190.00	0.00	190.00
						Total For 001146:			190.00
001147	10/31/2024		001161		Students	School Store/Slushie			
	450	Student Council- Elementary					511.60	0.00	511.60
						Total For 001147:			511.60
001148	10/30/2024		001162		Students	Class of 2026			
	700	Class of 2026					80.00	0.00	80.00
						Total For 001148:			80.00
001149	10/31/2024		001163		First State Bank	Checking Interest			
	950	Checking Interest					442.49	0.00	442.49
						Total For 001149:			442.49
						Site Total			39,256.53
						Report Total			39,256.53

Check Summary

Sorted by Activity ID, Site ID.
From 10/01/2024 to 10/31/2024.

Activity ID Site ID	Activity Name Site Name		Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
1005 Chromebook								
YPS			Yutan Public Schools					
029597	Cleared	10/24/2024	ChromebookParts.com		218098		Chromebook Parts	513.83
029611	Printed	10/30/2024	ChromebookParts.com		219440		Chromebook Parts	274.99
Total:								\$ 788.82
1020 Dual Credit/SENCAP								
YPS			Yutan Public Schools					
029613	Printed	10/31/2024	SOUTHEAST COMMUNITY COLLEGE		L-37780		SENCAP Courses	9,105.06
Total:								\$ 9,105.06
120 Basketball- Boys								
YPS			Yutan Public Schools					
029569	Cleared	10/15/2024	BSN SPORTS		926987617		Boys BB Jersey	1,181.60
029605	Printed	10/30/2024	BSN SPORTS		927313662		Boys BB Uniforms	3,711.40
Total:								\$ 4,893.00
125 Basketball-Boys- Fundraising								
YPS			Yutan Public Schools					
029557	Printed	10/10/2024	NBDA		24/25 Dues	24/25 Membership		85.00
Total:								\$ 85.00
130 Cross Country								
YPS			Yutan Public Schools					
029541	Printed	10/04/2024	LINCOLN LUTHERAN SCHOOL		100324		XC Meet Entry-10/3	140.00
029552	Cleared	10/10/2024	FIRST NATIONAL BANK		September 2024		September Visa Charges	200.00
029573	Printed	10/15/2024	CONCORDIA LUTHERAN SCHOOLS OF OMAHA		101724		District XC Timing System Fee	55.00
Total:								\$ 395.00
135 Cross Country- Fundraising								
YPS			Yutan Public Schools					
029526	Cleared	10/01/2024	AMAZON CAPITAL SERVICES		1CRM-TL1N-MJ41		Stuco-Homecoming Supplies	15.28
Total:								\$ 15.28

Check Summary

Sorted by Activity ID, Site ID.
From 10/01/2024 to 10/31/2024.

Activity ID Site ID	Activity Name Site Name	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
140	Football						
YPS	Yutan Public Schools						
029503	Void	10/15/2024	Steve Balkovec		092024	V FB Official-9/20	-140.00
029532	Printed	10/04/2024	MIKE MCCANN		100424	V FB Official-10/4	140.00
029533	Cleared	10/04/2024	DREW MEYER		100424	V FB Official-10/4	140.00
029534	Cleared	10/04/2024	Jason Hurlbut		100424	V FB Official-10/4	140.00
029535	Cleared	10/04/2024	MIKE BARTEK		100424	V FB Official-10/4	140.00
029536	Cleared	10/04/2024	MICHEAL EDWARDS		100424	V FB Official-10/4	140.00
029545	Cleared	10/07/2024	CHRIS FRANCK		100724	JH/JV FB Official-10/7	155.00
029546	Printed	10/07/2024	CHRISTOPHER TAUBER		100724	JH/JV FB Official-10/7	155.00
029547	Cleared	10/07/2024	CHRIS JANDA		100724	JH/JV FB Official-10/7	155.00
029548	Cleared	10/07/2024	Nate Graver		100724	JH/JV FB Official-10/7	155.00
029558	Cleared	10/11/2024	RODNEY BRUNGARDT		10112024	V FB Official-10/11	140.00
029559	Cleared	10/11/2024	Steve Balkovec		10112024	V FB Official-10/11	140.00
029560	Cleared	10/11/2024	Dennis Anders		10112024	V FB Official-10/11	140.00
029561	Cleared	10/11/2024	Jayden Brown		10112024	V FB Official-10/11	140.00
029562	Cleared	10/11/2024	BRYAN GONZALEZ		10112024	V FB Official-10/11	140.00
029564	Cleared	10/14/2024	Artem Pachikov		101424	JV FB Official-10/14	80.00
029565	Cleared	10/14/2024	CHRIS JANDA		101424	JV FB Official-10/14	80.00
029566	Cleared	10/14/2024	JASON KINNEY		101424	JV FB Official-10/14	80.00
029567	Cleared	10/14/2024	CHRIS FRANCK		101424	JV FB Official-10/14	80.00
029569	Cleared	10/15/2024	BSN SPORTS		926987617	Boys BB Jersey	114.00
029570	Cleared	10/15/2024	COLE DOSTAL		092024	V FB Official-9/20	140.00
029583	Cleared	10/18/2024	Nate Graver		102124	JV FB Official-10/21	80.00
029584	Cleared	10/18/2024	Mark Dilla		102124	JV FB Official-10/21	80.00
029585	Printed	10/18/2024	CHRISTOPHER TAUBER		102124	JV FB Official-10/21	80.00
029586	Cleared	10/18/2024	CHRIS FRANCK		102124	JV FB Official-10/21	80.00
029592	Printed	10/24/2024	Tyler Hall		102524	V FB Official-10/25	140.00
029593	Cleared	10/24/2024	KWABI REID		102524	V FB Official-10/25	140.00
029594	Printed	10/24/2024	Larrod Kiesel		102524	V FB Official-10/25	140.00
029595	Cleared	10/24/2024	JASON KINNEY		102524	V FB Official-10/25	140.00
029596	Cleared	10/24/2024	BRIAN STEVENS		102524	V FB Official-10/25	140.00
Total:							\$ 3,474.00

Check Summary

Sorted by Activity ID, Site ID.
From 10/01/2024 to 10/31/2024.

Activity ID Site ID			Activity Name Site Name				
Check Number	Status	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
<hr/>							
160	Softball						
<hr/>							
YPS	Yutan Public Schools						
<hr/>							
029524	Cleared	10/01/2024	GREGG LOVETTE		100424	JV/V SB Official-10/1	145.00
029525	Cleared	10/01/2024	JD HOOGESTRAAT		100124	JV/V SB Official-10/1	145.00
029537	Cleared	10/04/2024	Glen Coble		100524	V SB Official-10/5	240.00
029538	Cleared	10/04/2024	GREGG LOVETTE		100524	V SB Official-10/5	240.00
029539	Cleared	10/04/2024	TODD GILL		100524	V SB Official-10/5	160.00
029540	Printed	10/04/2024	ERIC CASTILLO		100524	V SB Official-10/5	160.00
029542	Printed	10/07/2024	SHANE FARLEY		100724	Sub District SB Official-10/7	168.00
029543	Cleared	10/07/2024	BRIAN SWEENEY		100724	Sub District SB Official-10/7	130.00
029544	Cleared	10/07/2024	DAVE DAVIS		100724	Sub District SB Official-10/7	130.00
029571	Printed	10/15/2024	NEBRASKA SCHOOL ACTIVITIES ASSOCIATION		10112024	SB District Final Payment	354.15
029576	Cleared	10/15/2024	Corey Eggert		101124	SB District Final Official-10/11	144.00
029577	Cleared	10/15/2024	Mike Chandler		101124	SB District Final Official-10/11	144.00
029578	Cleared	10/15/2024	GREGG LOVETTE		101124	SB District Final Official-10/11	144.00
029599	Printed	10/28/2024	MARY LYNCH		102424	Gate worker SB-10/7 & 10/11	100.00
Total:							\$ 2,404.15

<hr/>							
180	Volleyball						
<hr/>							
YPS	Yutan Public Schools						
<hr/>							
029521	Cleared	10/01/2024	WAHOO PUBLIC SCHOOLS		092824	JH VB Tournament Entry-9/28	50.00
029522	Cleared	10/01/2024	CHRISTINA MODRELL		100124	V VB Official-10/1	70.00
029523	Cleared	10/01/2024	ELOISE HIEMKE		100124	V VB Official-10/1	70.00
029528	Cleared	10/02/2024	SHAWN YASUTAKE		100324	JH VB Official-10/3	120.00
029529	Cleared	10/02/2024	JANE CECH		100324	R/JV/V VB Official-10/3	165.00
029530	Cleared	10/02/2024	Nancy Fuchs		100324	R/JV/V VB Official-10/3	165.00
029549	Printed	10/08/2024	James Crum		100824	JH VB Official-10/8	120.00
029550	Cleared	10/10/2024	DEAN BARRETT		10102024	V VB Triangular Official- 10/10	165.00
029551	Cleared	10/10/2024	John Castle		10102024	V VB Triangular Official- 10/10	165.00
029554	Printed	10/10/2024	U.S. BANK		September 2024	September Visa Charges	59.05
029555	Cleared	10/10/2024	NEBRASKA SCHOOL ACTIVITIES ASSOCIATION		100724	Sub District VB Payment	296.65
029563	Cleared	10/14/2024	LUKE WILLAMON		101424	JH VB Official-10/14	120.00
029574	Printed	10/15/2024	BERGAN HIGH SCHOOL		101224	JH VB Tournament Entry-10/12	80.00
029579	Cleared	10/15/2024	Alex Eddy		101724	JH VB Official-10/17	120.00
029588	Cleared	10/22/2024	Meghan Jennings		102224	JV/V VB Official-10/22	120.00
029589	Cleared	10/22/2024	LARRY JANIS		102224	JV/V VB Official-10/22	120.00
029590	Printed	10/22/2024	NEBRASKA CAPITOL CONFERENCE		Conference 2024	Conference VB Payment for Conference VB- 10/15 & 10/17	561.00
029600	Printed	10/28/2024	Megan Mendick		102824	Sub District VB Line Judge-10/28	90.00
029601	Printed	10/28/2024	John Castle		102824	Sub District VB Line Judge-10/28	90.00
029602	Printed	10/29/2024	James Crum		102924	Sub District VB Line Judge - 10/29	90.00
029603	Printed	10/29/2024	David Raddatz		10292024	Sub District VB Line Judge - 10/29	90.00
029608	Printed	10/30/2024	JOHN ROBINSON II		103024	Sub District VB Line Judge - 10/30	45.00
029612	Printed	10/30/2024	DAN BECKER		103024	Sub District VB Line Judge - 10/30	45.00
Total:							\$ 3,016.70

Check Summary

Sorted by Activity ID, Site ID.
From 10/01/2024 to 10/31/2024.

Activity ID Site ID	Activity Name Site Name		Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	Amount
190 Wrestling								
YPS Yutan Public Schools								
029606	Printed	10/30/2024	AWARDS UNLIMITED, INC.			204932	Gym Banners	55.78
Total:								\$ 55.78
195 Wrestling- Fundraising								
YPS Yutan Public Schools								
029587	Printed	10/22/2024	MyHouse Sports Gear			15223	Girls WR Singlets	975.00
Total:								\$ 975.00
220 General Athletics								
YPS Yutan Public Schools								
029556	Printed	10/10/2024	NSAA DISTRICT 2			100824	NSAA District 2 Meeting Dues	35.00
029575	Printed	10/15/2024	CPR Associates			1213	Coaches CPR Certification	128.00
029581	Printed	10/18/2024	YUTAN ATHLETIC BOOSTERS			Fall'24	Clothing Store Credit	26.00
029606	Printed	10/30/2024	AWARDS UNLIMITED, INC.			204932	Gym Banners	45.25
Total:								\$ 234.25
300 Cheerleading-Fundraising								
YPS Yutan Public Schools								
029572	Cleared	10/15/2024	MIDWEST IMPRESSIONS, INC.			85401	Cheer Camp T-Shirts	456.00
Total:								\$ 456.00
310 Journalism								
YPS Yutan Public Schools								
029568	Cleared	10/15/2024	UNIVERSITY OF NEBRASKA-LINCOLN			10142024-9938	NE HS Press Association Fall Conference 2024	255.00
Total:								\$ 255.00
325 Music- Instrumental- Fundraising								
YPS Yutan Public Schools								
029591	Printed	10/24/2024	Alexander K Ahrenholtz			715156	Band/Choir TShirts	520.00
Total:								\$ 520.00
350 Play Production- One Act								
YPS Yutan Public Schools								
029552	Cleared	10/10/2024	FIRST NATIONAL BANK			September 2024	September Visa Charges	255.00
Total:								\$ 255.00

Check Summary

Sorted by Activity ID, Site ID.
From 10/01/2024 to 10/31/2024.

Activity ID Site ID			Activity Name Site Name				Amount
Check Number	Status	Check / Void Date	Vendor Name	PO Number	Invoice No.#	Description	
<hr/>							
450	Student Council- Elementary						
<hr/>							
YPS	Yutan Public Schools						
029614	Printed	10/31/2024	AMAZON CAPITAL SERVICES		14N9-TJQM-L1JC, 1X9P-FNQT-1PRC	ELEM & HS Student Council	160.51
Total:							\$ 160.51
<hr/>							
460	Student Council- High School						
<hr/>							
YPS	Yutan Public Schools						
029526	Cleared	10/01/2024	AMAZON CAPITAL SERVICES		1CRM-TL1N-MJ41	Stuco-Homecoming Supplies	553.70
029552	Cleared	10/10/2024	FIRST NATIONAL BANK		September 2024	September Visa Charges	139.78
029607	Printed	10/30/2024	Alyssa Hansen		102424	Student Council Gift Cards	120.00
029614	Printed	10/31/2024	AMAZON CAPITAL SERVICES		14N9-TJQM-L1JC, 1X9P-FNQT-1PRC	ELEM & HS Student Council	45.98
Total:							\$ 859.46
<hr/>							
840	Music- Instrumental						
<hr/>							
YPS	Yutan Public Schools						
029580	Cleared	10/15/2024	DIETZE MUSIC HOUSE, INC.		092524	Band Supplies/Repairs	509.50
Total:							\$ 509.50
<hr/>							
980	Seed Money						
<hr/>							
YPS	Yutan Public Schools						
029527	Cleared	10/01/2024	YUTAN PUBLIC SCHOOL		HOCO24	Gate Box- Homecoming-10/5	300.00
029531	Cleared	10/04/2024	YUTAN PUBLIC SCHOOL		100724	Gate Box Seed Money-10/7-10/12	3,150.00
029553	Cleared	10/10/2024	YUTAN PUBLIC SCHOOL		101024	Gate Box Seed Money-10/14-10/18	2,250.00
029582	Cleared	10/18/2024	YUTAN PUBLIC SCHOOL		101624	Gate Box Seed Money-10/21-10/25	1,800.00
029598	Cleared	10/24/2024	YUTAN PUBLIC SCHOOL		102324	Gate Box Seed Money- 10/28-11/2	1,800.00
Total:							\$ 9,300.00
Report Total :							37,757.51



YUTAN PUBLIC SCHOOLS
STRATEGIC PLAN
2024-2029



Table of Contents

Yutan Public Schools Strategic Plan Framework	4
Guiding Principles	5
Guiding Principles of Focus	6
Yutan Public Schools Academic Learning and Success	6
Yutan Public Schools Personnel Effectiveness	8
Yutan Public Schools Student Centered Learning	10
Yutan Public Schools District/Building Climate and Culture	12
Yutan Public Schools Board Governance	14
Remaining Guiding Principles	16
Final Steps	18



Yutan Public Schools

Rex Pfeil, Interim Superintendent

Yutan Board of Education

Adam Wacker, President

Bill Hancock, Vice President

Dan Egr, Secretary

Gary Hollst, Treasurer

Judy Daniell

Eric Wilke

Yutan Public Schools

Mission Statement

Empowering growth in and beyond the classroom.



Yutan Public Schools Strategic Plan Framework

Purpose of the Framework

Through the engagement of students, parent, staff, administrators, and community via online surveys and an in-person community meeting, the needs of Yutan Public Schools were identified and categorized into ten Guiding Principles of a high-functioning school district. For more information and a look at the data, please see the Yutan Public Schools' Comprehensive Needs Analysis. This strategic plan framework is the first step in creating a plan of action to address the identified needs. The action items to follow align to the data gathered, as well as extant data available about the community and school district. This use of local data ensures that the strategic plan is custom designed to address the specific characteristics of local challenges. Through purposeful implementation and a commitment to collective development, this framework defines the path to creating a more connected and high achieving school district.

Utilization of the Strategic Plan Framework

This Strategic Plan represents the collective resolve to inspire and empower students. The Guiding Principles, Objectives, and Strategies set forth below are the building blocks of the path toward success of the 2024-2029 benchmarks for student learning. Meeting benchmarks is dependent upon more than the simple design – we must be dedicated, at every level, to the consistent and effective implementation of the specific Strategies and measurable Performance Indicators and work to integrate the Strategic Plan into the regular day-to-day operations of the district.

Definitions of Framework Terms

Guiding Principles

The Guiding Principles highlight the areas Yutan Public Schools will build upon to support the mission and vision of the school district.

Objective

The Objective states the area of focus and outcome that Yutan Public Schools will achieve.

Strategy

The Strategy provides details of how the objective will be met.

Recommended Performance Indicators*

The Performance Indicators identify specific tasks, assignments, or action staff members will follow to realize the stated objective and strategy.

*An individual/team/building may choose to write SMART goals to ensure the achievement of a performance indicator. A SMART Goal incorporates **S**pecific, **M**easurable, **A**chievable, **R**ealistic, and **T**imely criteria to help focus and increase the likelihood of accomplishing tasks/assignments/actions.

Guiding Principles

The ten Guiding Principles of the Nebraska Association School Boards (NASB) Strategic Planning process describes the structures, resources, and dynamics of a high-functioning school district. These elements were influenced by Marzano and Danielson Instructional Models and are in alignment with the Nebraska State Board of Education AQuESTT Tenets/Accreditation, and the NASB Board Governance Standards. Through careful planning, the use of quality data, and a commitment to continuous improvement, growth in these ten Guiding Principles can lead to lasting, positive change for a public school. The Guiding Principles are as follows:

Academic Learning and Success	<i>A balanced learning process that includes instructional methods to improve learning and growth for each student.</i>
Student Centered Learning Environment	<i>A learning environment centered on the health and safety of the staff and students is vital to the student's physical, mental, and emotional wellness.</i>
Cultural Inclusion and Engagment	<i>The school district fosters a positive and engaging climate for staff and students designed to meet the unique needs of under-represented groups.</i>
District/Building Climate and Culture	<i>Positive and stable relationships among staff, students, and families are the foundation of a school's culture and climate.</i>
Personnel Effectiveness	<i>Support the professional growth of effective staff and school leaders.</i>
Social-Emotional Mental Health Well-Being	<i>Social-emotional mental health well-being of students and staff is a critical component of a high functioning school district.</i>
Access to Educational Opportunities	<i>Providing all students with the opportunities to achieve their personal best after graduation is a cornerstone of a high-achieving school district.</i>
Family and Community Partnerships	<i>Student success and engagement relies on positive partnerships and relationships to fundamentally improve the outcomes for each student, school, district, and community.</i>
District Resources	<i>District leadership in collaboration with building administration aligns and manages district resources in a responsible manner to meet goals and to promote growth of instruction and student learning.</i>
Board Governance	<i>Effective board practice based on objective governance standards ensures accountability focused on growth and student learning.</i>



Guiding Principles of Focus

The identified Guiding Principles of Focus are targeted within the plan based upon multiple data points collected throughout the assessment phase of the NASB Strategic Planning Process. Data collection included stakeholder engagement through the Strategic Overview Committee (SOC) meetings, a community meeting, and online surveys of Yutan Public Schools administrators, certified and classified staff, students, parents, and business leaders. Through data analysis, the NASB Board Leadership team developed overarching objectives and specific strategies consistent with the needs presented through stakeholder engagement.

Yutan Public Schools Academic Learning and Success

A balanced learning process that includes instructional methods to improve learning and growth for each student.

Relevant and updated curriculum and an effective instructional model are critical to student learning. Both administration and certified staff identified the need for updated curriculum as well as vertical and horizontal alignment. Additionally, the data showed uncertainty among YPS staff regarding a district wide adopted instructional framework. Through adopted curriculum, in all subject areas, vertical and horizontal alignment, scope and sequence, and the use of an effective instructional model, the district will promote effective transitions for students at each grade and level throughout the PK-12 system.

Objective 1: To implement a challenging, relevant, data-based curriculum, aligned both horizontally and vertically, using an instructional framework that ensures depth of understanding and student-centered learning.

Strategy 1.1: Adopt a challenging, data-based curriculum for all subjects/courses and grade levels to support the success of students' transitions grade to grade and level to level.

Recommended Performance Indicators:

- a) The board, administration, and appropriate staff will adopt challenging data-based curriculum in all subjects, courses, and grade levels.
- b) The administration will develop a curriculum review/adoption cycle that reflects the Nebraska State Board of Education subject standards review/adoption cycle.
- c) The administration and appropriate staff will ensure that all curriculum at YPS has scope and sequence to support student learning and growth, adhering to state and/or district academic standards.
- d) The administration and appropriate staff will ensure that all curriculum at YPS is vertically and horizontally aligned with grade-level goals and established short and long-term plans for action.

Strategy 1.2: Implement a defined Instructional Framework to ensure teacher effectiveness for equitable student achievement. *(Personnel Effectiveness)*

Recommended Performance Indicators:

- a) The board will adopt a district-wide, evidence-based instructional framework that promotes increased student engagement, teacher efficacy, and quality feedback to students.
- b) The administration and appropriate staff will provide professional development to equip and prepare staff for success through the integration and implementation of the instructional framework.
- c) Appropriate staff will develop a variety of district-aligned, evidence-based, effective instructional strategies, materials, and resources in new and existing courses to equitably support the success of each learner.
- d) Certified staff will provide learning opportunities aligned to differentiated student learning styles utilizing the fully implemented instructional framework to support the needs of the student.



Yutan Public Schools Personnel Effectiveness

Support the professional growth of effective staff and school leaders.

Fundamental to the success of YPS is the ability of the district to recruit, develop, and retain high-quality educators and leaders. Creating a collaborative and supportive work environment will enable educators to work to their full potential. While adopting a district wide instructional framework was identified as outlined in the previous Guiding Principle, aligning the teacher evaluation tool to the instructional framework is critical to a growth mindset. Additionally, providing professional development for both the implementation of the instructional framework and the evaluation is essential to a comprehensive implementation strategy. Investing in the skills, knowledge, and personal expertise of certified staff will advance the content and instruction throughout the district.

Objective 2: Ensure the district provides educational leadership and highly effective staff to support our students academically, personally, and mentally as well as building and sustaining cohesion and unity among staff.

Strategy 2.1: Revise the teacher evaluation tool to align to the defined Instructional Framework.

Recommended Performance Indicators:

- a) Administration, in collaboration with the Educational Service Unit, will develop an evidence-based teacher evaluation tool aligned to the instructional framework that measures accountability through a defined rubric.
- b) Administration, in collaboration with the Educational Service Unit, will be trained in how to appropriately evaluate staff using the newly adopted evaluation tool aligned to the instructional framework.
- c) The administration, in collaboration with the Educational Service Unit, will train certified staff in the evaluation rubric and process to help support growth in the instructional framework.

Strategy 2.2: Develop and implement an organized and purposeful professional development plan to support relationships, skills knowledge, and application of instruction for long-term improvements. (*Academic Learning and Success, Student Centered Learning*)

Recommended Performance Indicators:

- a) Administration will provide a structured and relevant YPS Professional Development Plan and Training to focus on teacher growth, encourage the use of best practice, support programs and initiatives, and enhance staff knowledge and skills. Consider including priorities identified in the strategic planning process, including but not limited to instructional framework, behavior interventions, SPED/504 training, social-emotional and mental health well-being, and classified staff training opportunities.
- b) Administration will provide time for inquiry-based, job-embedded discussions of best practices in teaching and learning, specifically Professional Learning Communities (PLCs).
- c) Administration and appropriate staff will develop and implement a certified staff on-boarding and mentorship program to support and retain staff while encouraging professional growth.

Strategy 2.3: Develop and implement a leadership succession program and transition process to identify and develop new leadership within the district. (*Board Governance*)

Recommended Performance Indicators:

- a) The Board and district administration team will create an onboarding transition process for the new superintendent that includes the current and future needs of the district and community—including a focus on instructional programs, financial well-being, AQuESTT and NSCAS scores, school improvement goals, and community relations.
- b) The Superintendent will design and implement a district administration/leadership succession plan to ensure the school district is prepared for maintaining organizational stability.
- c) The Board and district administration team will provide appropriate training for all leadership within the district to ensure the effectiveness of everyone in their role and to have the tools and resources necessary to their position.



Yutan Public Schools Student Centered Learning

A learning environment centered on the health and safety of the staff and students is vital to the student's physical, mental, and emotional wellness.

Comprehensive support and diverse learning experiences are critical to student growth. When analyzing the cumulative survey responses, the adoption and implementation of a Multi-Tiered System of Support (MTSS) was identified as a need by both certified staff and administration. Integrating social-emotional support and self-management skills within current instructional practices will provide a foundation for student success. Additionally, access to educational opportunities presented as an identified need from all stakeholders. While YPS offers a selection of courses in all subject areas, stakeholders expressed interest in expanding and increasing opportunities for students through a High Ability Learner program and a more diverse curriculum and course catalogue. By offering diverse experiences (i.e., Dual Credit, HAL, CTE, Before/After School Programming) students will be able to achieve greater success.

Objective 3: Provide students with the opportunity and support to develop their own capacity to make educational choices, set individual goals, monitor their progress, and reflect upon their learning.

Strategy 3.1: Adopt and implement the Multi-Tiered System of Supports (MTSS) model with fidelity throughout the entire district to accelerate academic, career, and social-emotional/behavioral instruction and intervention to benefit a unified student-centered learning initiative. *(Academic Learning and Success, Personnel Effectiveness)*

Recommended Performance Indicators:

- a) District leadership and appropriate staff will develop a mutual understanding across the district in all buildings of Multi-Tiered System of Supports (MTSS).
- b) District leadership will develop a consistent process across all buildings for implementation of the various tiers.
- c) District leadership will encourage and promote targeted professional development focused on implementation of MTSS.

Strategy 3.2: To create and sustain a safe nurturing learning environment that models high expectations for all students while supporting the social-emotional, and mental health well-being of students and staff. *(Social-Emotional Mental Health Well-Being, District/Building Culture and Climate)*

Recommended Performance Indicators:

- a) District leadership and appropriate staff will research bullying prevention programs with the intention to establish an anti-bullying campaign and a culture of positive student to student relationships district wide.
- b) District leadership and staff will emphasize to students the importance of self-management skills, including social-emotional mental health well-being, conflict resolution, respectfulness, and collaboration through life skills and social-emotional learning.



- c) District leadership and appropriate staff will develop student outcome goals and competencies to support social-emotional learning for the purpose of enhancing student decision-making skills, responsible behavior, and a student’s independent role personally, at school, and as a community member.

Strategy 3.3: Evaluate the effectiveness of instructional support and benefits of Multi-Tiered System of Supports (MTSS).

Recommended Performance Indicators:

- a) Administration and appropriate staff will utilize district data points (academic, behavioral, etc.) to determine the effectiveness of the instructional supports and benefits of MTSS, social-emotional supports, and instruction.
- b) Administration will regularly communicate the MTSS model and additional academic, social-emotional, and behavioral supports with Yutan Public Schools families and community.



Yutan Public Schools District/Building Climate and Culture

Positive and stable relationships among staff, students, and families are the foundation of a school's culture and climate.

Creating an environment that is supportive, collaborative, and cohesive will foster and grow the productive relationships and success of students and staff. All internal stakeholders identified a unified vision and staff and student accountability as areas of growth. Additionally, while all stakeholders agreed that communication was respectful throughout the district, the data shows the effectiveness of that communication can be improved upon. Consistent policy enforcement and a clear sense of direction will give accountability and structure to staff and students while effective communication will build relationships and increase the connectedness of the district.

Objective 4: To create and sustain a district culture that exemplifies and models consistent, high expectations for all staff and students while providing an environment focused on collaboration and trust among all stakeholders.

Strategy 4.1: Improve the school district climate that enables staff, students, and parents/guardians to connect through a culture that embraces consistency, fairness, positivity, and inclusion. *(Student Centered Learning, Family and Community Partnerships)*

Recommended Performance Indicators:

- a) The administration will create a plan for promoting and communicating policy changes that establish unified expectations and accountability for all staff, students, and parents/guardians.
- b) The administration and staff will foster a caring, inclusive culture where all staff and students feel valued and supported.
- c) Consider methods of improving Parent-Teacher Conference format, expectations of students, parents/guardians, and teachers at the conference, and teacher communication with parents/guardians.

Strategy 4.2: Identify and implement a plan for administration and staff to work cooperatively, build trust, and establish relationships to sustain long-term improvements while working together to improve student achievement. *(Personnel Effectiveness)*

Recommended Performance Indicators:

- a) The Board and Superintendent will develop a communication plan that supports and keeps teachers and staff informed of the district's efforts to meet its strategic goals.
- b) The administration will develop protocols and procedures to ensure timely, consistent, and purposeful communication to all staff when appropriate and to improve staff engagement.
- c) Administration will engage staff to assess the impact and benefits of YPS initiatives, instruction and evaluation, and professional development.

Strategy 4.3: Promote a climate and culture within Yutan Public Schools to ensure that student and staff actions align to the core beliefs and vision of the district. *(Student Centered Learning)*

Recommended Performance Indicators:

- a) The administration will develop protocols and procedures for students and staff to engage in positive, safe, and health-protective behaviors.
- b) The administration will encourage and/or provide on-going professional development to all staff focused on cultural awareness and social-emotional support centered on improving student outcomes.
- c) The administration will encourage and promote culturally competent teaching and family engagement practices, including distinguishing between behavioral challenges and cultural differences.



Yutan Public Schools Board Governance

Effective board practice based on objective governance standards ensures accountability focused on growth and student learning.

The Board of Education commits resources to support the long-term goals of the school district. The Board identified focusing on and ensuring alignment to the district's mission, vision, and goals as an area of growth. Through evaluation, accountability, policy, and allocation of resources, the Board can ensure the success of the strategic plan and its alignment to the district's mission. The survey data also identified the Board's collective interest in professional development opportunities to further their knowledge of best governing practices and educational issues. Professional growth for the YPS Board of Education supports both superintendent-board relations and student achievement. Additionally, communicating the progress of the strategic plan and the on-going needs of the district to stakeholders is fundamental to student success.

Objective 5: To ensure the mission and vision of Yutan Public Schools aligns to the goals, community expectations, and outcomes utilized to measure improved learning for all students.

Strategy 5.1: Annually review the district's mission statements and progress-success of the strategic plan to support and advance student learning.

Recommended Performance Indicators:

- a) The Board will continually monitor the progress and success of the Strategic Plan and hold the Superintendent accountable for providing timely and purposeful communication with the Board.
- b) The Board will re-engage district patrons annually/biannually to provide timely updates on the progress of the Strategic Plan, to seek input from internal and external stakeholders, to engage in discussion of the needs and vision of the school district, and to update all stakeholders on the progress-success of the 2024-2029 Strategic Plan.

Strategy 5.2: Continually review and revise a comprehensive facilities plan to assess both short-term and long-term goals including, but not limited to, new construction, renovation, maintenance of facilities, and acquiring new property to meet the future needs of the district.

Recommended Performance Indicators:

- a) The Board will regularly evaluate current operations, programs, facilities, and the investment of resources to ensure the district is maximizing the functionality of educational spaces.
- b) The Board will continue to engage stakeholders to educate and inform patrons of the identified needs and plans for addressing facilities and grounds maintenance, renovations, and possible new construction.

Strategy 5.3: Participate in continuous and appropriate professional development to build shared knowledge and values that will impact student learning.

Recommended Performance Indicators:

- a) The Board will regularly participate in board development opportunities.
- b) The Board will participate in professional development regarding board-superintendent relations that will lead to mutual trust, teamwork, and clear communications between the board and superintendent.

Strategy 5.4: Sustain effective communication with stakeholders through actively engaging parents, students, staff, and community members with the intent to promote the district’s image, build positive working relationships and sustained long-term partnerships that will best serve education and advance student learning.

Recommended Performance Indicators:

- a) The Board will continue to engage the community to build understanding and support for public education, the school district, and initiatives and goals.
- b) The Board will maintain a community engagement plan to inform and educate the community on district issues.
- c) The Board will ensure that a district report is provided to patrons annually per Nebraska Department of Education Rule 10.



Remaining Guiding Principles

Cultural Inclusion and Engagement

Objective: Develop and sustain a healthy, respectful, safe learning environment that encourages all voices and perspectives.

Strategy 1: Use a variety of traditions and activities to build community, honor students and their families, give students a voice, and promote a school culture of positive engagement.

Strategy 2: Implement a positive character program to ensure a safe and healthy school culture at YPS. *(Student Centered Learning)*

Strategy 3: Create and nurture a supportive, welcoming culture for all students and stakeholders.

Social-Emotional and Mental Health Well-Being

Objective: Develop and sustain a healthy, respectful, caring, safe learning environment for students, faculty, staff, and community resulting in individual employee learning, student achievement, and overall school improvement.

Strategy 1: Provide social-emotional and behavioral support for all students integrated through the Multi-Tiered System of Supports (MTSS) model. *(Student Centered Learning, Cultural Inclusion and Engagement)*

Strategy 2: Integrate social-emotional learning into the academic and extra-curricular activities through consistent curriculum, skills development, service learning, and community service. *(Family and Community Partnerships)*

Strategy 3: Implement a plan that will build and reinforce life skills and social competencies, mental health, and problem-solving skills, and social support for all students with special attention to those students in transition or crisis.

Access to Educational Opportunities

Objective: Provide diverse learning experiences for all students through expanded learning opportunities focused on college and career readiness, High Ability Learner programming, early childhood education and before and after school programming.

Strategy 1: Implement expanded learning opportunities for students to enhance college/career/post-high school readiness skills and knowledge. *(Academic Learning and Success, Family and Community Partnerships)*

Strategy 2: Provide a High Ability Learning (HAL)/Gifted Program to challenge identified students to advance their individual academic knowledge, skills, and abilities. *(Academic Learning and Success)*

Strategy 3: Partner with the community and local businesses to develop and implement a before and after school program to extend student learning beyond the traditional classroom and support the needs and success of the community and the school district. *(Family and Community Partnerships)*

Family and Community Partnerships

Objective: Grow and sustain a mutually supportive and trusting partnership with all stakeholder groups to sustain a positive connection with and among the community.

Strategy 1: Create a committee of internal and external stakeholders to identify opportunities that exist in the community and communicate with the business leaders and career leaders in the community regarding opportunities for students. *(Access to Educational Opportunities)*

Strategy 2: The administration and appropriate staff will foster positive partnerships with business leaders and community members to enhance student learning opportunities. *(Access to Educational Opportunities)*

Strategy 3: Provide stakeholders with opportunities for meaningful engagement centered on open and honest discourse that builds trust between the school and the community. *(Board Governance)*

District Resources

Objective: Sustain effective and efficient use of all resources focused on continuous improvement, expansion and support of student learning, safe and effective learning facilities, provide effective professional development, and retain highly qualified staff and leadership.

Strategy 1: Create a comprehensive facilities plan to address both short-term and long-term goals including, but not limited to, new construction, renovation, and maintenance of facilities, and acquiring property to meet the future needs of the district.

Strategy 2: Build community partnerships to support opportunities to expand district course offerings and/or explore the utilization of unique learning spaces within the community. *(Access to Educational Opportunities)*

Strategy 3: Provide structure and staffing in each building to ensure that every student is personally connected to the school community and supports the development of the students' academic, social-emotional, and mental health well-being. *(Student-Centered Learning, Social-Emotional Well-Being)*

Final Steps

District Leadership Action Steps

To ensure the success and implementation of the forthcoming Strategic Plan, district leadership will:

- A. Assign staff to manage and oversee Objectives and Strategies
- B. Monitor and assess the implementation, making necessary and appropriate adjustments as needed
- C. Collect evidence to illustrate the progress and success of the implementation of the Strategies
- D. Commit resources needed to ensure the progress and success of the plan
- E. Align the plan to the board's annual calendar and monthly meeting agenda to measure progress and success of the plan
- F. Communicate progress of the plan to internal and external stakeholders as appropriate

Prioritization Ranking

The prioritization ranking enables administrators to assess the urgency and impact of the identified strategic plan strategies. The feedback from administrators is assessed through a scatter plot mechanism to narrow the focus to strategies that require priority.

Alignment Matrix (if this option was selected)

The alignment matrix links the strategic plan strategies to the AQuESTT Tenets and Nebraska Framework Accreditation Standards.

Progress Analysis

Once the strategic plan has been adopted, superintendent and school administrators will begin implementing strategies. At the end of every year there after the Association will administer a progress analysis to monitor the progress/successes the district has made. The district will continue following the strategic plan, sustaining the strategies where growth has been made and moving forward on other strategies. At the end of year three along with the progress analysis, the district will take a deeper dive to assess the impact of the strategic plan related to student learning within the district. The district will reengage all internal and external stakeholders to gain perspective.

2008 Meetings

The formation of policy is public business and will be conducted openly in accordance with the Nebraska Open Meetings Act.

1. Types of Meetings

- a. The board shall hold its regular meetings on or before the third Monday of each month.
- b. Special and emergency meetings may be called as provided by law.
- c. The board may schedule work sessions and retreats in order to provide board members and administrators with the opportunity to plan, research, and engage in discussion.

2. Notice

The board shall give reasonable advance publicized notice of the time and place of each of its meetings, which generally will be 48 hours or more in advance of the meeting. Such notice shall be transmitted to all members of the board and to the public.

Notice of regular and special meetings shall be published in a newspaper of general circulation within the district and, if available, on the newspaper's website. Newspapers of general circulation in the district are the Wahoo Newspaper and the Omaha World-Herald. Such notice shall contain a statement that the agenda shall be readily available for public inspection at the administration office of the school during the normal business hours. In addition, the superintendent is authorized, but not required, to publish the notice of any meeting on the school district's website, posting in three prominent places within the school district, or by any other appropriate method designated by the board.

In case of refusal, neglect, or inability of the newspaper to timely publish the notice, the school district will (1) post the notice on its website, if available, and (2) post the notice in a conspicuous public place in the school district's jurisdiction. The school district will keep a written record of the posting.

When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes of the meeting, and any formal action taken in such meeting shall

pertain only to the emergency. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public no later than the end of the next regular business day.

3. Weather Delays

In the event of inclement weather which makes it dangerous or unreasonable for board members or members of the public to attend a meeting for which notice has already been given, such meeting may be postponed by the board president. The board will communicate the delay to members of the public by posting it on the district's website and by following the same communication protocol that the district follows when student attendance at school is called off due to inclement weather. When possible, the board president and superintendent will attempt to communicate the information to local media members and business owners to assist in notifying the public of the delay. Notice of the date, time, and location of the postponed meeting will be advertised as required in the "Notice" section above.

4. Minutes

- a. The board shall keep minutes of all meetings showing the time, place, members present and absent, the method(s) and date(s) of the meeting notice, and the substance of all matters discussed.
- b. Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the board in open session, and the record shall state how each member voted, or if the member was absent or not voting.
- c. The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public record and shall be published on the school district's website within ten working days of the last meeting or prior to the next convened meeting, whichever occurs earlier. The minutes shall be available on the website for at least six months.

Adopted on: 9-14-2020
Revised on: 6-10-2024
Reviewed on: 11-11-2024

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.

Except for closed sessions, the board will allow members of the public an opportunity to speak at each meeting. 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.

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, 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

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: 6-10-2024

Reviewed on: 11-11-2024

2010
Preparation for Board Meetings

The superintendent will create the agenda and board packet in consultation with the board president. The materials will be sent or delivered to each board member in advance of the meeting. Members of the public have no entitlement to place an item on the board's agenda, but may address the board during the next meeting at which the board receives public comment. The agenda shall be placed on the district's website at least 24 hours before the school board meeting and shall remain available on the website for at least six months.

Adopted on: 9-14-2020

Revised on: 7-11-2022

Reviewed on: 11-11-2024

2011
Membership in Organizations

The board may hold membership in organizations approved by the board.

Adopted on: 9-14-2020

Revised on:

Reviewed on: 11-11-2024

2012 Board Code of Ethics

The board recognizes that collectively and individually, all members of the board must adhere to an accepted code of ethics in order to improve public education. Board members must conduct themselves professionally and in a manner fitting of their position.

Each board member shall:

1. Attend all regularly scheduled board meetings insofar as possible, and become informed concerning the issues to be considered at those meetings;
2. Endeavor to make policy decisions only after full discussion at publicly held board meetings;
3. Render all decisions based on the available facts and his or her independent judgment, and refuse to surrender that judgment to individuals or special interest groups;
4. Encourage the free expression of opinion by all board members, and seek systematic communication between the board and students, staff and all elements of the community;
5. Work with other board members to establish effective board policies and to delegate authority to the superintendent to administer the school district;
6. Communicate expressions of public reaction to the board policies and school program to other board members and the superintendent;
7. Learn about current educational issues by individual study and through participation in seminars and programs, such as those sponsored by the state and national school board associations;
8. Support the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
9. Avoid being placed in a position of conflict of interest, and refrain from using the board member's position on the board for personal or political gain;

10. Refrain from discussing the confidential business of the board in any setting except a board meeting;
11. Refrain from micro-managing the affairs of the school district;
12. Recognize the superintendent as the executive officer of the board;
13. Work constructively and collegially with the other members of the board, students, staff and patrons.
14. Refer complaints to the superintendent or building principal, as appropriate;
15. Always be mindful of his/her fiduciary obligation to the school district, including duties of loyalty and care, by placing the interests of the district above the board member's personal interests.
16. Remember that a board member's first and greatest concern must be the educational welfare of the students attending this district's schools.

Adopted on: 9-14-2024

Revised on:

Reviewed on: 11-11-2024

2013 Violation of Board Ethics

The board of education is responsible for enforcing the code of ethics of its members. If any member of the board commits a serious or repeated violation of the code, the board may take any of the following steps:

1. The board president may confer with the board member who has violated the code of ethics in order to:
 - a. Identify the provision of the code that the member has violated;
 - b. Propose how the member can remedy the violation;
 - c. If the board member who violated the code is the board president, the vice president is empowered to confer with the president about the violation.
2. The board may discuss the violation as an agenda item at a meeting to confront the offending board member. However, the board will not enter closed session to hold the discussion of the ethics violation unless the Open Meetings Act authorizes a closed session.
3. The board may vote to publicly censure any board member who commits a serious or repeated violation of the code. The board will pass a censure motion to inform the community that an individual member of the board is not fulfilling the responsibilities for which he or she was elected.

Adopted on: 9-14-2024

Revised on:

Reviewed on: 11-11-2024

2014
Relationship with District Legal Counsel

The board will engage legal counsel to assist it and the administration in dealing with legal issues. When the district faces circumstances in which legal counsel may be needed between board meetings, the board president or superintendent may engage legal counsel on the board's behalf.

The superintendent and the board president shall have the authority to contact the school's legal counsel on behalf of the district. The superintendent may give other members of the administration permission to contact the district's legal counsel on an as-needed basis. Individual board members other than the president may not contact the district's legal counsel on behalf of the board without the approval of the board president or a majority of the board.

Any board member who contacts the district's legal counsel without board approval may be personally responsible for any legal fees incurred as a result of the unapproved contact.

The superintendent will, to the extent permitted by law, keep the board informed of matters in which the district's legal counsel is involved.

Adopted on: 9-14-2020

Revised on:

Reviewed on: 11-11-2024

3001 Budget and Property Tax Request

The board of education shall adopt a budget each year to support the school district's programs and services for the ensuing fiscal year. The superintendent of schools shall be responsible for developing the budget subject to the direction and decisions of the board. The budget document shall be under continuous development, based upon the requirements of the adopted educational program.

BUDGET PROCEDURES

Proposed Budget. The superintendent shall prepare the proposed budget in accordance with board policies and goals, state statutes, and regulations. As the district's spending plan, the budget will be based on up-to-date revenue estimates, and will reflect the assessed needs and programs approved by the board.

Budget Hearing Notice. Notice of place and time of the hearing, together with a summary of the proposed budget statement, must be published at least four calendar days prior to the date set for hearing in a newspaper of general circulation within the school district. The four calendar days shall include the day of publication but not the day of hearing. The notice shall include the following statement:

For more information on statewide receipts and expenditures, and to compare cost per pupil and performance to other school districts, go to: <https://nep.education.ne.gov/>

In addition, the district must electronically publish this statement on the school district web site. Such electronic publication must be prominently displayed with an active link to the Internet address for the web site established by the Nebraska Budget Act to allow the public access to the information.

Budget Hearing. The board must conduct a hearing prior to adopting the budget. The hearing must be held separately from any regularly scheduled meeting and may not be limited by time. The board must make a presentation outlining key provisions of the proposed budget statement, including, but not limited to, a comparison with the prior year's budget. Any member of the public desiring to speak on the proposed budget statement shall be allowed to address the board at the hearing and must be given a reasonable amount of time to do so. Five minutes shall generally be considered a reasonable amount of time.

Budget Hearing Documents. The board must make at least three copies of the proposed budget statement and at least one copy of all other reproducible written material to be discussed at the hearing available to the public at the hearing.

Budget Adoption. After the budget hearing, the proposed budget statement shall be adopted or amended and adopted as amended. If the adopted budget statement reflects a change from that shown in the published proposed budget statement, a summary of the changes (including the items changed and the reasons for such changes) must be published in a newspaper of general circulation within the school district within twenty calendar days after its adoption without further hearing.

Certification and Filing. The amount to be received from personal and real property taxation shall be certified to the appropriate levying board as provided by law. The budget shall also be filed with the state auditor.

Purchase Authorization. Except for bids required under the section "Bid Letting and Contracts," the board's adoption of the budget shall authorize the purchases without further board action.

Monthly Report. At each monthly board meeting, the superintendent will provide a report on the current status of the major sections of the budget.

PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS EQUAL TO OR LOWER THAN THE ALLOWABLE GROWTH PERCENTAGE

Property Tax Request Hearing. The board must hold a special public hearing called for the purpose of passing a property tax request resolution.

Property Tax Request Hearing Notice. The district must publish a hearing notice in a newspaper of general circulation in the school district at least four calendar days prior to the hearing. The four calendar days shall include the day of publication but not the day of hearing. The hearing notice must contain the following information: The certified taxable valuation under section 13-509 for the prior year, the certified taxable valuation under section 13-509 for the current year, and the percentage increase or decrease in such valuations from the prior year to the current year; the dollar amount of the prior year's tax request and the property tax rate that was necessary to fund that tax request; the property tax rate that would be necessary to fund last year's tax request if applied to the current year's valuation; the proposed dollar amount of the tax request for the current year and the property tax rate that will be necessary to fund that tax request; the percentage increase or decrease in

the property tax rate from the prior year to the current year; and the percentage increase or decrease in the total operating budget from the prior year to the current year.

Increase in Total Property Taxes Levied. If the annual assessment of property would result in an increase in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be decreased accordingly when such rate is set by the county board of equalization.

Decrease or No Change in Total Property Taxes Levied. If the annual assessment of property would result in no change or a decrease in the total property taxes levied as determined using the previous year's rate of levy, the district's property tax request for the current year shall be no more than its property tax request in the prior year, and the district's rate of levy for the current year shall be adjusted accordingly when such rate is set by the county board of equalization.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request shall include, but not be limited to, the information required by section 77-1632(4).

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

**PROPERTY TAX REQUEST PROCEDURES – PROPERTY TAX REQUEST IS GREATER
THAN THE ALLOWABLE GROWTH PERCENTAGE**

Property Tax Request Hearing. The board must hold a public hearing called for the purpose of passing a property tax request resolution. If another political subdivision within the county also seeks to exceed the allowable growth percentage, the hearing will be a joint hearing. In the event of a joint hearing, each political subdivision must designate one representative to attend the joint public hearing on behalf of the political subdivision. If a political subdivision includes area in more than one county, the political subdivision shall be deemed to be within the county in which the political subdivision's principal headquarters are located. The hearing agenda will only include discussion on each political subdivision's intent to increase its property tax request by more than the allowable growth percentage to the extent

allowed by law.

The hearing must be held after 6 p.m. on or after September 17th and before September 28th and before the district files its adopted budget statement. Any member of the public must be allowed a reasonable amount of time to speak at the hearing.

At the joint public hearing, the representative of each political subdivision must give a brief presentation on the political subdivision's intent to increase its property tax request by more than the allowable growth percentage to the extent allowed by law and the effect of such request on the political subdivision's budget. The presentation must include, at a minimum, all information and statements required by law.

Property Tax Request Hearing Notice. Notice of the joint public hearing must be provided by:

- The County Assessor sending a postcard with all required information to all affected property taxpayers. The postcard shall be sent to the name and address to which the property tax statement is mailed;
- Posting notice of the hearing with all required information on the home page of the relevant county's web site, except that this requirement shall only apply if the county has a population of more than twenty-five thousand inhabitants; ***and***
- Publishing notice of the hearing with all required information in a legal newspaper in or of general circulation in the relevant county.

Provide Information to County Clerk. Each political subdivision that participates in the joint public hearing shall provide the following information to the county clerk by September 5th: the date, time, and location for the joint public hearing; a listing of and telephone number for each political subdivision that will be participating in the joint public hearing; and the amount of each participating political subdivision's property tax request.

Resolution. The board shall pass a resolution to set the amount of its property tax request only after holding the public hearing. The resolution setting the district's property tax request at an amount that exceeds the prior year's property tax request, including any increase in excess of the allowable growth percentage shall include, but not be limited to, the information required by law.

Certification. The resolution setting the property tax request shall be certified and forwarded to the county clerk on or before October 15th of the year for which the tax request is to apply.

Adopted on: 10-12-2020

Revised on: 8-14-2023

Reviewed on: 8-8-2022

**3002
Deposits**

The board of education shall designate the depository or depositories for all school funds. All funds received by the district shall be deposited promptly in the proper account of each such depository. All funds shall be insured by the Federal Deposit Insurance Corporation or a surety bond approved by the board on securities of the United States government pledged by joint custody receipt.

Funds collected by district representatives shall be receipted, accounted for, and directed without delay to the proper depository. Funds exceeding \$100.00 shall not be left overnight in school buildings, except in safes provided for the safekeeping of valuables.

Adopted on: 10-12-20
Revised on: _____
Reviewed on: 9-12-22

3003

Bidding for Construction, Remodeling, Repair, or Site Improvement

I. Applicability of this policy.

Construction and contracts undertaken with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Construction with Federal Funds, which is found elsewhere in this section.

This policy applies to all other purchases and contracts made by the school district for construction, remodeling, repair and other site improvements.

II. Projects with an Estimated Cost of Less than \$109,000

- A. The school district will solicit quotes and/or estimates for all projects with an estimated cost of less than \$109,000.
- B. Prior to solicitation of the quotes and/or estimates, the superintendent will determine whether the district will accept oral submissions.
- C. Quotes and/or estimates may be solicited by the superintendent or his/her designee without board action.
- D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.
- E. The district may use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- F. Nothing in this subsection prohibits or requires the use of the formal bidding procedures. If the district is going to solicit formal bids for projects of less than \$109,000 they must follow the formal procedures outlined in this policy.

III. Formal Bidding for Major Purchases and Construction

- A. Pursuant to section 73-106 of the Nebraska statutes, the board will advertise for bids when the contemplated expenditure of the project

exceeds \$109,000 for the construction, remodeling or repair of a school-owned building or for site improvement.

B. In projects that involve professional engineering or architecture, the board will have a registered professional engineer or architect prepare the plans, specifications, and estimates when the anticipated cost of the project exceeds \$118,000.

C. Advertising for Bids

1. The superintendent or designee will arrange to advertise for bids under this section by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.
2. Nothing in this policy shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

D. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received or opened and shall identify the hour at which the bids will close or be received or opened.
2. The invitation for bids will be sufficiently certain and specific, will include any specifications and pertinent attachments, and will define the items or services in order to allow the bidder to properly respond.
3. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.
4. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.
5. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.
6. Sealed bids will be opened in a place and at the specific time

stated in the bid form. Bidders shall be notified of the opening and invited to be present.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications.

E. Any or all bids may be rejected if there is a sound documented reason

F. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

Adopted on: 10-12-20
Revised on: 6-14-21
Reviewed on: 9-12-22

3003.1
Bidding for Construction, Remodeling, Repair, or Related Projects
Financed with Federal Funds

I. Applicability of the Policy

This policy applies only to construction and contracts undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

The District will also comply with the requirements of the public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106) when the contemplated expenditure for the complete project exceeds \$109,000, the Political Subdivisions Construction Alternatives Act (NEB. REV. STAT. §§ 13-2901 through 13-2914), energy financing contracts (NEB. REV. STAT. §§ 66-1062 through 66-1066), other applicable state laws, and the board's general policy on Bidding for Construction and Related Projects. In addition, all procurement and construction shall comply with the rules and requirements of 2 CFR part 200.317 through 200.326 and 34 CFR sections 75.601 through 75.615. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

II. All projects undertaken pursuant to this policy will be subject to the following bond requirements

- A. A bid guarantee from each bidder equivalent to five percent of the bid price. The "bid guarantee" must consist of a firm commitment such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
- B. A performance bond on the part of the contractor for 100 percent of the contract price. A "performance bond" is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
- C. A payment bond on the part of the contractor for 100 percent of the contract price. A "payment bond" is one executed in connection with

a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

III. Construction Projects with an Anticipated Cost of Under \$250,000

A. Methods of Bidding/Soliciting Quotations or Estimates

The type of procedures required depends on the anticipated cost of the project.

1. Construction with an Anticipated Cost of up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing.

2. Construction with an Anticipated Cost of between \$10,000 and \$250,000 (Small Purchase Procedures)

For construction projects subject to this policy, small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts.

- B. Construction Projects with an estimated cost of between \$109,000 and \$249,999 will be made pursuant to the District's Policy on Bid Letting and Contracts.

Pursuant to Nebraska law, construction projects which have an anticipated aggregate cost of \$109,000 or more are subject to state public lettings laws (NEB. REV. STAT. §§ 73-101 through 73-106). The board will follow its standard policy on bid letting and contracts for construction projects financed with federal funds which have an anticipated aggregate cost of between \$109,000 and \$250,000.

IV. Construction Projects with an Anticipated Cost Over \$250,000

A. Sealed Bids: All constructions projects subject to this policy with an anticipated cost of \$250,000 or more will be publicly solicited using the sealed bid method

1. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for state, local, and tribal governments, the invitation for bids must be publicly advertised;
2. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
3. Sealed bids will be publicly opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.
4. The contract will be awarded to the lowest responsive and responsible bidder.
 - a) Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is lowest.
 - b) Payment discounts will only be used to determine the low bid when prior experience indicates that such discounts are usually taken advantage of.
 - c) Any or all bids may be rejected if there is a sound documented reason.
5. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on

the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

6. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

B. Advertising for Bids.

1. The superintendent or designee will arrange to advertise for bids by publishing notice in any newspaper of general circulation within the school district at least 7 calendar days prior to the date on which bids are due.

2. Nothing shall prevent the superintendent or designee from advertising in additional media outlets or for a longer period of time.

C. Bid Documents

1. The bid documents shall identify the day upon which the bids shall be returned, received, or opened and shall identify the hour at which the bids will close or be received or opened.

2. The bid documents shall also provide that such bids shall be opened simultaneously in the presence of the bidders or their representatives.

3. Bids received after the date and time specified in the bid documents shall be returned to the bidder unopened.

4. If bids are being opened on more than one contract, the board, in its discretion, may award each contract as the bids are opened.

5. Sealed bids will be opened in a place and at the specific time stated in the bid solicitation. Bidders shall be notified of the opening and invited to be present.

6. Bids will be reviewed by the Superintendent and/or designee and submitted to the board for approval.

7. The board shall have discretion in determining which bidders are responsible and responsive and shall award the contract to the lowest, responsible, and responsive bidder whose bid meets the

bid specifications. This means that the board will select the bid that offers the best value and award a contract based upon the amount of the bid and the bidder's ability and capacity to carry on the work, its equipment and facilities, honesty, integrity, skills, business judgment, experience, equipment, facilities, financial stability, past performance, and other relevant factors.

8. The board will generally complete its review of bids and select a vendor within 30 days of bid submission.

D. The terms of any construction project undertaken pursuant to this policy will be memorialized in a written contract which has been reviewed by the district's legal counsel and approved by the board.

V. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards. This includes a "Buy American" provision that provides that as appropriate and to the extent consistent with law, the District and contractor should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of the Buy American provision must be included in all subawards including all contracts and purchase orders for work or products under this award.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible and consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in the U.S. or processed in the U.S. substantially using agricultural commodities produced in the U.S.

C. Full and Open Competition

The district's procurement transactions will be conducted in a manner

providing full and open competition consistent with 2 C.F.R §200.319.

D. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

E. Settlements of Issues Arising Out of Contract

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

F. Record Keeping

1. Record Retention

- a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of

significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

- b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding construction projects for a minimum of five (5) years after the sale or demolition of the building. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.
 - c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.
2. Maintenance of Construction Records for Projects Financed with Federal Funds
- a) The District must maintain records sufficient to detail the history of all construction projects financed with federal funds. These records will include, but are not necessarily limited to the following: rationale for the method of construction, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
 - b) Retention of construction records shall be in accordance with applicable law and Board policy.

VI. Conflict of Interest and Code of Conduct

- A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.
- B. Contracts covered by this policy are subject to the following additional provisions.
 - 1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
 - 2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
 - 3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, with the limited exception of unsolicited items of nominal value.

D. Enforcement

Disciplinary Actions will be applied for violations of such standards by officers, employees, or agents of the District at the board's discretion.

VII. Financial Management

A. Identification.

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and

number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up

to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program

income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

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

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VIII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

To the maximum extent practicable, the school food program shall purchase domestic commodities or products produced in US or processed in US substantially using agricultural commodities produced in US.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and § 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

c) Records will be destroyed in compliance with Schedule

10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.

b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: 10-12-2020

Revised on: 8-14-2023

Reviewed on: 9-12-2022

3004

General Purchasing and Procurement

I. **Applicability of this policy.**

Purchases made with federal funds, whether those funds are derived directly from the federal government (e.g. award of a federal grant) or are derived by pass-through awards from the Nebraska Department of Education (e.g. special education funds, school lunch funds, Title I funds) are subject to the policy on Purchasing and Procurement with Federal Funds, which is found elsewhere in this section.

This policy applies to all other purchases made by the school district other than construction, remodeling, repair and site improvements.

II. **General Purchasing Policy**

- A. The school district's budget shall be the guide for all purchases. No employee of the district may make a purchase that is not provided for in the budget without board or administrative approval.
- B. The board intends to purchase competitively, whenever possible, without prejudice and to seek maximum educational value for every dollar expended.
- C. The acquisition of services, equipment and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district.
- D. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

III. **Building-Specific Purchasing**

- A. School buildings are operationally under the control of building principals. Principals have control and responsibility for the building and grounds, for all supplies and equipment housed at the building, for all school-related activities in the building, and for all pupils, teachers, and other employees assigned to the building.
- B. Principals, in consultation with their staff, are responsible for requisitioning, managing, distributing, and utilizing supplies within the building.
- C. The superintendent of schools or his designee is responsible for the requisitioning, managing, distributing, and utilizing of supplies for maintenance and transportation.
- D. The administration is responsible for purchasing of goods, services and supplies and for providing the necessary forms for establishing efficient procedures to facilitate the process.

IV. **Purchasing Procedures**

- A. School personnel must secure the approval of an authorized administrator before making any purchases.
- B. Employees seeking reimbursement for a purchase made with their personal funds must attach an itemized receipt or invoice to all requests for reimbursement; must sign all purchase receipts or charge slips; and must submit itemized receipts and any purchasing card or credit card receipts to the office of the superintendent prior to the next regular board meeting. A non-itemized credit card receipt is not sufficient.
- C. Employees making purchases with a school district credit card or purchasing program must comply with the steps set forth in the district's Purchasing (Credit) Card Program.
- D. All purchases of goods and services made with district funds must be made on a properly executed purchase order.

- E. All purchases shall be initiated with a purchase order. Purchase orders are signed by the person responsible for that particular budget and finally by the superintendent.
- F. For purchases of more than \$10,000, authorized staff members must secure written quotes and/or estimates from a reasonable number of vendors. Staff will purchase from a responsible vendor with the lowest price unless the board approves the purchase from the more expensive vendor.

V. Relations with Vendors

- A. The board wishes to maintain good working relations with vendors who supply materials, supplies and services to the school system. The school shall not extend favoritism to any vendors. Each order shall be placed on the basis of quality, price and delivery, with past services being a factor if all other considerations are equal. The administrative team may, in its discretion, use a Nebraska state-wide cooperative purchasing program in lieu of obtaining quotes or bids under this policy to the extent such a bid or quote is not otherwise independently required by law.
- B. No purchase shall be made that violates any conflict of interest policy or law.
- C. No employee shall endorse any product of any type or kind in such a manner as will identify him/her in any way as an employee of the school district.
- D. The board believes in patronizing local businesses. Consequently, when proposals are judged to be equal in terms of quality, price, and/or service, the contract or purchase will be awarded to the firm that is located within the district. However, the board will not sacrifice either quality or economy to patronize local businesses.

Adopted on: 10-12-20
Revised on: _____
Reviewed on: 9-12-22

3004.1

Fiscal Management for Purchasing and Procurement Using Federal Funds

I. Applicability of Policy

This policy applies only to non-construction related purchases undertaken with federal funds which are subject to the federal Uniform Grant Guidance (UGG) and other applicable federal law, including but not limited to the Education Department and General Administration Regulations (EDGAR) and the United States Department of Agriculture (USDA) regulations governing school food service programs. In the event this policy conflicts or is otherwise inconsistent with mandatory provisions of the UGG, EDGAR or other applicable federal law, the mandatory provisions of the laws shall control.

All other non-construction purchases will be governed by the Board's general purchasing policy, which can be found earlier in this subsection. In the event of a conflict between state and federal law, the more stringent requirement shall apply.

This procurement policy shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. The district's goal is to fully implement all required procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the Nebraska Department of Education.

II. Procurement System

The District maintains the following purchasing procedures.

A. Responsibility for Purchasing

The authority to make purchases shall be governed by the District's purchasing policy, which can be found elsewhere in this section. Except as otherwise provided in the District's purchasing policy, the acquisition of services, equipment, and supplies shall be centralized in the administration office under the supervision of the superintendent of schools, who shall be responsible for developing and administering the purchasing program of the school district. Purchases or commitments of district funds that are not authorized by this policy will be the responsibility of the person making the commitment.

B. Methods of Purchasing

The type of purchase procedures required depends on the cost of the item(s) being purchased.

1. Purchases up to \$10,000 (Micro-Purchases)

Micro-purchase means a purchase of supplies or services using simplified acquisition procedures, the annual aggregate amount of which does not exceed \$10,000. Micro-purchases may be made or awarded without soliciting competitive quotations, to the extent district staff determine that the cost of the purchase is reasonable. For purposes of this policy "reasonable" means the purchase is comparable to market prices for the geographic area.

To the extent practicable, the District distributes micro-purchases equitably among qualified suppliers. The District will follow its standard policy on purchasing, which can be found earlier in this subsection.

2. Purchases between \$10,000 and \$250,000 (Small Purchase Procedures)

Small purchases are purchases that, in the aggregate amount, is more than \$10,000 and less than \$250,000 annually. For small purchases, price or rate quotes shall be obtained in advance from a reasonable number of qualified sources as detailed in the district's standard policies on purchasing and on bid letting and contracts, which can be found earlier in this subsection.

3. Purchases Over \$250,000

a) Sealed Bids (Formal Advertising)

For purchases over \$250,000, the district will generally follow the bidding process outlined in the board's policy on Bidding for Construction, Remodeling, Repair or Site Improvement.

b) Contract/Price Analysis

The District performs a cost or price analysis in connection with every procurement action in excess of \$250,000, including contract modifications. The district will make an independent estimate of costs prior to receiving bids or proposals.

4. Noncompetitive Proposals (Sole Sourcing)

- a) Procurement by noncompetitive proposals is procurement through solicitation of a proposal from only one source and may be used only when one or more of the following circumstances apply:
 - 1) The item is available only from a single source;
 - 2) The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - 3) The federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request from the District; or
 - 4) After solicitation of a number of sources, competition is determined inadequate.
- b) Noncompetitive proposals may only be solicited with the approval of the superintendent or the board. Sufficient and appropriate documentation that justifies the sole sourcing decision must be maintained by the superintendent or designee.
- c) A cost or price analysis will be performed for noncompetitive proposals when the price exceeds \$250,000.

5. Competitive Proposals.

- a) The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- 1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - 2) Proposals must be solicited from an adequate number of qualified sources; and
 - 3) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered.
- b) The District may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.
- c) The District may select a proposal that offers the best value and that is based upon the proposer's responsiveness to the proposal, experience, reputation, staff qualifications, ability and capacity to carry on the work, price, honesty, integrity, skills, business judgment, financial stability, past performance, and other relevant factors. The evaluation may be conducted by the school board, a designated committee, or another designee of the school board.

C. Use of Purchase (Debit & Credit) Cards

District use of purchase cards is subject to the policy on purchase cards which can be found elsewhere in this subsection.

D. Federal Procurement System Standards

The district's procurement transactions will be conducted in a manner providing full and open competition consistent with 2 C.F.R §200.319.

The District will maintain and follow general procurement standards consistent with 2 C.F.R. §200.318.

E. Debarment and Suspension

The District awards contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

The District may not subcontract with or award subgrants to any person or company who is debarred or suspended. For all contracts over \$25,000 the District verifies that the vendor with whom the District intends to do business with is not excluded or disqualified. 2 C.F.R. Part 200, Appendix II(1) and 2 C.F.R. §§ 180.220 and 180.300.

The District will verify debarment or suspension by revising the excluded parties list on SAM.gov, collecting a certification through the bidding process, and/or by including a debarment and suspension provision in the bid and contract documents. The Superintendent or his/her designee shall be responsible for such verification.

F. Settlements of Issues Arising Out of Procurements

The District alone is responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the District of any contractual responsibilities under its contracts. Violations of law will be referred to the local, state, or federal authority having proper jurisdiction.

III. Conflict of Interest and Code of Conduct

A. Board and staff member conflicts of interest are governed by the district's conflict of interest policies.

B. Purchases covered by this policy are subject to the following additional provisions.

1. Employees, officers, and agents engaged in the selection, award, and/or administration of district contracts which are prohibited from engaging in such actions if a real or apparent conflict of interest is present.
2. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.
3. The board may determine at its discretion that a financial interest is not substantial enough to give rise to a conflict of interest.

C. Favors and Gifts

The officers, employees, and agents of the District may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, except that this provision does not prohibit the receipt of unsolicited items of nominal value. For purposes of this policy, "nominal value" means a fair market value of \$25 or less.

D. Enforcement

Disciplinary Actions including, but not limited to, counseling, oral reprimand, written reprimand, suspensions without pay, or termination of employment, will be applied for violations of such standards by officers, employees, or agents of the District.

IV. Property Management Systems

A. Property Classifications

1. Equipment means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds the lesser of the capitalization level established by the District for financial statement purposes, or \$5,000.

2. Supplies means all tangible personal property other than those described in §200.33 Equipment. A computing device is a supply if the acquisition cost is less than the lesser of the capitalization level established by the District for financial statement purposes or \$5,000, regardless of the length of its useful life. 2 C.F.R. §200.94.
3. Computing Devices means machines used to acquire, store, analyze, process, and publish data and other information electronically, including accessories (or “peripherals”) for printing, transmitting and receiving, or storing electronic information. 2 C.F.R. §200.20.
4. Capital Assets means tangible or intangible assets used in operations having a useful life of more than one year which are capitalized in accordance with GAAP. Capital assets include:
 - a) Land, buildings (facilities), equipment, and intellectual property (including software) whether acquired by purchase, construction, manufacture, lease-purchase, exchange, or through capital leases; and
 - b) Additions, improvements, modifications, replacements, rearrangements, reinstallations, renovations or alterations to capital assets that materially increase their value or useful life (not ordinary repairs and maintenance). 2 C.F.R. §200.12.

B. Inventory Procedure

Newly purchased property shall be received and inspected by the staff member who ordered it to ensure that that it matches the purchase order, invoice, or contract and that it is in acceptable condition.

Equipment, Computing Devices, and Capital Assets must be tagged with an identification number, manufacturer, model, name of individual who tagged the item, and date tagged).

C. Inventory Records

For equipment, computing devices, and capital assets purchased with federal funds, the following information is maintained in the property management system:

1. Serial number;
2. District identification number;
3. Manufacturer;
4. Model;
5. Date tagged and individual who tagged it;
6. Source of funding for the property;
7. Who holds title;
8. Acquisition date and cost of the property;
9. Percentage of federal participation in the project costs for the federal award under which the property was acquired;
10. Location, use and condition of the property; and
11. Any ultimate disposition data including the date of disposal and sale price of the property.

The inventory list shall be adjusted by the superintendent of schools or his/her designee for property that is sold, lost, stolen, cannot be repaired, or that cannot be located.

D. Physical Inventory

1. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
2. The Superintendent or his/her designee will ensure that the physical inventory is performed. The physical inventory will generally occur during the months of June or July, but may be conducted during other time periods with the approval of the superintendent.

E. Maintenance

In accordance with 2 C.F.R. 313(d)(4), the District maintains adequate maintenance procedures to ensure that property is kept in good condition.

F. Lost or Stolen Items

The District maintains a control system that ensures adequate safeguards are in place to prevent loss, damage, or theft of the property.

G. Use of Equipment

Equipment must be used in the program or project for which it was acquired as long as needed, whether or not the project or program continues to be

supported by the federal award, and the District will not encumber the property for any non-federal program use without prior approval of the federal awarding agency and the pass-through entity.

H. Disposal of Equipment

When it is determined that original or replacement equipment acquired under a federal award is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, the Superintendent or his/her designee will contact the awarding agency (or pass-through for a state-administered grant) for disposition instructions.

If the item has a current FMV of \$5,000 or less, it may be retained, sold, or otherwise disposed of with no further obligation to the federal awarding agency.

I. Equipment and Capital Expenditures

All equipment and capital expenditures shall comply with the rules and requirements of 2 CFR 200.439.

J. Depreciation

All depreciation shall comply with the rules and requirements of 2 CFR 200.436.

V. Financial Management

A. Identification

The District will identify, in its accounts, all federal awards received and expended and the federal programs under which they were received. Federal program and award identification include, as applicable, the CFDA title and number, federal award identification number and year, name of the federal agency, and, if applicable, name of the pass-through entity.

B. Financial Reporting

The District will make an accurate, current, and complete disclosure of the financial results of each federal award or program in accordance with the financial reporting requirements set forth in the Education Department General Administrative Regulations (EDGAR).

C. Accounting Records

The District maintains records which adequately identify the source and application of funds provided for federally-assisted activities. These records must contain information pertaining to grant or subgrant awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.

D. Internal Controls

The Superintendent or his/her designee must maintain effective control and accountability for all funds, real and personal property, and other assets through board review and approval of claims, an annual audit of the district's finances pursuant to the applicable Nebraska Department of Education and federal rules and regulations, and comparison of expenditures and outlays to budgeted amounts. The District adequately safeguards all such property and assures that it is used solely for authorized purposes.

E. Budget Control

Actual expenditures or outlays will be compared with budgeted amounts for each federal award at least annually and more often as required by law or deemed prudent by the board or administrative staff.

F. Payment Methods

The District will comply with applicable methods and procedures for payment that minimize the time elapsing between the transfer of funds and disbursement by the District, in accordance with the Cash Management Improvement Act at 31 CFR Part 205. Generally, the District receives payment from the Nebraska Department of Education on a reimbursement basis. 2 CFR § 200.305. However, if the District receives an advance in federal grant funds, the District will remit interest earned on the advanced payment quarterly to the federal agency. The District may retain interest amounts up to \$500 per year for administrative expenses. 2 CFR § 200.305(b)(9).

Consistent with state and federal requirements, the District will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for the Nebraska Department of Education to review upon request.

G. Allowability of Costs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the state-approved budget and grant application need prior approval.

When determining how the District will spend its grant funds, the Superintendent or his/her designee will review the proposed cost to determine whether it is an allowable use of federal grant funds before obligating and spending those funds on the proposed good or service. All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part. The Superintendent or his/her designee must consider these factors when making an allowability determination.

The Superintendent or his/her designee will consider Part 200's cost guidelines when federal grant funds are expended. The Superintendent or his/her designee will also consider whether all state - and District-level requirements and policies regarding expenditures have been followed.

H. Use of Program Income – Deduction, Addition, or Cost Sharing or Matching

The default method for the use of program income for the District is the deduction method. 2 C.F.R. § 200.307(e). Under the deduction method, program income is deducted from total allowable costs to determine the net allowable costs. Program income will only be used for current costs unless the District is otherwise directed by the federal awarding agency or pass-through entity. 2 C.F.R. § 200.307(e)(1). The District may also request prior approval from the federal awarding agency to use the addition method. Under the addition method, program income may be added to the Federal award by the Federal agency and the non-Federal entity. The program income must then be used for the purposes and under the conditions of the Federal award. 2 C.F.R. § 200.307(e)(2). The District may also request prior approval from the federal awarding agency to use the cost sharing or matching method.

While the deduction method is the default method, the District always refers to the grant award notice prior to determining the appropriate use of program income.

I. Cost Sharing or Matching

For all Federal awards, any shared costs or matching funds and all contributions, including cash and third-party in-kind contributions, must be

accepted as part of the non-Federal entity's cost sharing or matching when such contributions meet all of the following criteria:

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

J. Documentation of Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VI. Written Compensation Policies

A. Time and Effort Standards

All employees who are paid in full or in part with federal funds must keep specific documents to demonstrate the amount of time they spent on grant activities. This includes an employee whose salary is paid with state or local funds but is used to meet a required "match" in a federal program. These documents, known as time and effort records, are maintained in order to charge the costs of personnel compensation to federal grants. Charges to federal awards for salaries and wages must be based on records that accurately reflect the work performed. These records must:

- (1) Be supported by a system of internal controls which provides reasonable assurance that the charges are accurate, allowable, and properly allocated;
- (2) Be incorporated into official records;
- (3) Reasonably reflect total activity for which the employee is compensated, not exceeding 100% of compensated activities;
- (4) Encompass both federally assisted and all other activities compensated by the District on an integrated basis;

- (5) Comply with the established accounting policies and practices of the District and
- (6) Support the distribution of the employee's salary or wages among specific activities or costs objectives.

B. Time and Effort Procedures

Time and effort procedures will follow and comply with 2 CFR 200.430(i).

C. Fringe Benefits

Except as provided otherwise by federal law, the costs of fringe benefits will be allowable provided that the benefits are reasonable and required by law, a district-employee agreement, or another policy of the District.

D. Leave

The cost of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if they are provided under established written District leave policies.

E. Unexpected or Extraordinary Circumstances

In the event of a pandemic or other unexpected or extraordinary circumstance, the District may close school or individual buildings. In such case, the District may compensate federally funded or other employees during such closure to ensure the return of staff to employment after the closure as allowed by state or federal law.

F. Documentation for Personnel Expenses

Records that reflect charges to federal awards for salaries and wages will comply with the rules and requirements of 2 CFR 200.430.

VII. Other Contract Matters.

A. Required Terms

The non-Federal entity's contracts must contain the applicable provisions required by section 200.326 and described in Appendix II to Part 200—Contract Provisions for non-Federal Entity Contracts Under Federal Awards.

B. Contracting with Certain Vendors

Pursuant to the standards contained in 2 C.F.R. § 200.321, the District will take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible consistent with state law.

Buy American. The District participates in the National School Lunch Program and School Breakfast Program and is required to use the nonprofit food service funds, to the maximum extent practicable, to buy domestic commodities or products for Program meals. A "domestic commodity or product" is defined as one that is either produced in the U.S. or is processed in the U.S. substantially using agricultural commodities that are produced in the U.S. as provided in 7 CFR 210.21(d). The District may deviate from this general requirement only if:

- The product is not produced or manufactured in the U.S. in sufficient and reasonably available quantities of a satisfactory quality; or
- Competitive bids reveal the costs of a U.S. product are significantly higher than the non-domestic product.

C. Record Keeping

1. Record Retention

a) The District maintains all records that fully show (1) the amount of funds under the grant or subgrant; (2) how the subgrantee uses those funds; (3) the total cost of each project; (4) the share of the total cost of each project provided from other sources; (5) other records to facilitate an effective audit; and (6) other records to show compliance with federal program requirements. 34 C.F.R. §§ 76.730-.731 and §§ 75.730-.731. The District also maintains records of significant project experiences and results. 34 C.F.R. § 75.732. These records and accounts must be retained and made available for programmatic or financial audit.

b) The U.S. Department of Education is authorized to recover any federal funds misspent within 5 years before the receipt of a program determination letter. 34 C.F.R. § 81.31(c). Schedule 10 (Local School Districts) and Schedule 24 (Local Agencies General Records) of the Nebraska Records Management Division as approved by the Nebraska Secretary of State/State Records

Administrator requires the District to maintain records regarding federal awards for a minimum of six (6) years. Consequently, the District shall retain records for a minimum of six (6) years from the date on which the final Financial Status Report is submitted, unless otherwise notified in writing to extend the retention period by the awarding agency, cognizant agency for audit, oversight agency for audit, or cognizant agency for indirect costs. However, if any litigation, claim, or audit is started before the expiration of the record retention period, the records will be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken. 2 C.F.R. § 200.333.

- c) Records will be destroyed in compliance with Schedule 10, Schedule 24, and State law. This includes the completion of a Records Disposition Report.

2. Maintenance of Procurement Records

- a) The District must maintain records sufficient to detail the history of all procurements. These records will include, but are not necessarily limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price (including a cost or price analysis), and verification that the contractor is not suspended or debarred.
- b) Retention of procurement records shall be in accordance with applicable law and Board policy.

D. Privacy

The District has protections in place to ensure that the personal information of both students and employees is protected. These include the use of passwords that are changed on a regular basis; staff training on the requirements of the Family Educational Rights and Privacy Act (FERPA) and State confidentiality requirements; and training on identifying whether an individual requesting access to records has the right to the documentation.

Adopted on: 10-12-2020

Revised on: 8-14-2023

Reviewed on: 9-12-2022

3005
School Activities Fund

The superintendent of schools shall establish an activities fund account to be used to finance the operations of student organizations, inter-school athletics, and other school activities that are not a part of any other fund. The school activities fund is a school district account. All transactions related to the activities fund shall be conducted through an account at a board-approved depository.

The superintendent shall manage the activities fund and serve as its treasurer. The superintendent may divide the activities fund into more than one account to allocate portions of the fund for different purposes.

Funds in an activity's account after the activity ceases to exist shall be transferred to the general fund or such other fund as the board may choose. Funds left in a graduating class's account may be transferred into any other school account at any time after graduation upon board approval.

As school activities are a responsibility of the school district, any deficit in the activity fund shall be paid from the general fund.

Adopted on: 10-12-20

Revised on: _____

Reviewed on: 10-10-22

3007
Review of Bills

The president of the board of education shall appoint a board member or committee of the board to meet with the superintendent of schools each month to review all bills that are to be presented to the board for payment. The board member or committee shall report its recommendations to the board.

Adopted on: 10-12-20
Revised on: _____
Reviewed on: 10-10-22

3008
Gifts, Grants and Bequests

The school district encourages those who wish to make gifts, grants, bequests or devises of property, real or personal, to the school district to make such donations through the district's foundation. The superintendent or his or her designee is authorized to accept on behalf of the school district gifts of personal property that are consistent with the district's mission and objectives and which the superintendent reasonably believes has a fair market value of \$10,000.00 or less. In its sole discretion, the board of education may accept all other donations when they are consistent with the district's mission and objectives. Upon acceptance, donations shall become the sole property of the district. The donation will be under the complete control of the board or school district which will not have any obligation to replace it if it is destroyed or becomes obsolete.

Adopted on: 10-12-20
Revised on: _____
Reviewed on: 10-10-22

**3009
Audit**

The board of education shall appoint a certified public accountant or public accounting firm to audit all school accounts annually and report to the board of education. The audit shall include all areas required by law and the rules of the Nebraska Department of Education. The auditor is not obligated to follow generally accepted accounting principles (GAAP) but shall conduct the audit according to the standards of the auditing profession.

Adopted on: 10-12-20
Revised on: _____
Reviewed on: 10-10-22