

## **Board of Education Regular Meeting**

Tuesday, February 14, 2017 6:00 PM

Conference Room  
520 East 9th Street  
Imperial, NE 69033

I. Call to Order

II. Pledge of Allegiance

III. Approval of Agenda

IV. Approval of Minutes

V. Approval of Financial Report

VI. Public Comment

### **VII. Reports**

1. Activity Director

2. Principals

3. Student Board Member

4. Superintendent

#### **VIII. Action Items**

1. Take all necessary action to assign Board of Education Committees
2. Executive session to discuss certificated and classified negotiations.
3. Take all necessary action to approve the 2017-18 Negotiated Agreement in conjunction with IEA.
4. Take all necessary action to approve appointments and resignations.

#### **IX. Discussion Items**

1. Summer transportation plan
2. 2017-18 calendar
3. RFP for lunch program
4. Building and grounds progress

X. Adjourn

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Board President

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Board Secretary

**Board of Education Regular Meeting** January 10, 2017 6:00 PM Conference Room

**Attendance Taken at 6:03 PM:** Present Board Members: Josh Fries, Karl Meeske, Willy O'Neil, Jeff Olsen, Dan Reeves, Penny Strand, Sheila Stromberger, Carrie Terryberry  
Absent Board Members: Steve Wallin

**I. Call to Order** Rationale: Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public. Notice of this meeting was also given in advance to all members of the Board of Education. This meeting has been preceded by advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted on the wall upfront. Discussion: Meeting was called to order at 6:03 pm

**II. Pledge of Allegiance** Discussion: President Olsen led assembly in the pledge of allegiance.

**III. Recognition of Board of Education Appreciation** Rationale: 1. Congratulations for Willy O'Neil, Sheila Stromberger and Karl Meeske on their re-election to the board of education. 2. Congratulations to Carrie Terryberry and Josh Fries on their election to the board of education. 3. Thank you to Tom Gaschler and Gregg Smith for their service and commitment to Chase County Schools.

**IV. Recognition of New Member-Oath of Office** Discussion: Supt. Lefdal led members elect Terryberry and Fries in the oath of office.

**V. Election of 2017 Officers** Rationale: Officers -- The Board shall elect from its members a president, vice president, a secretary, and a treasurer, at the first regular board meeting after the newly elected board members have been sworn in and prior to conducting any other business. The president shall preside, when present, at all meetings of the Board and shall exercise such powers and perform such duties as usually devolve upon the presiding officer of a deliberative body. The president shall perform all duties imposed by statute. The president shall appoint any special committees that may be necessary or that may be requested by the Board to appoint. The vice president shall preside at any meeting of the Board when the president is absent. The secretary shall be responsible for the recording of all official proceedings of the Board, and for the safeguarding of such minutes. The secretary shall be responsible for the publication of such minutes in the local newspaper as directed by statutes. The secretary is also responsible for treasurer of the Chase County Schools Education Foundation. The treasurer of the school district shall prepare and submit in writing a monthly financial report to the Board of Education. The treasurer shall be a member of the Board as specified by the statutes. An assistant to the treasurer may be appointed from outside the membership of the Board of Education. The superintendent of the school district shall be considered an ex-officio Board member and shall attend all meetings except when the superintendent's contract and salary are discussed. The superintendent shall carry out those functions as required by statute, and as designated by the Board of Education within the framework of these policies.

**V.A. Board President Motion Passed:** Motion for Jeff Olsen to be Board President passed with a motion by Willy O'Neil and a second by Dan Reeves. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**V.B. Vice President Motion Passed:** Motion for Willy O'Neil to be Board Vice President passed with a motion by Dan Reeves and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**V.C. Secretary Motion Passed:** Motion for Sheila Stromberger to be Board Secretary passed with a motion by Dan Reeves and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**V.D. Treasurer Motion Passed:** Motion for Carl Meeske to be Board Treasurer passed with a motion by Dan Reeves and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**VI. Approval of Agenda Motion Passed:** Motion to approve the agenda as presented passed with a motion by Sheila Stromberger and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**VII. Approval of Minutes Motion Passed:** Motion to approve the minutes as presented passed with a motion by Sheila Stromberger and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**VIII. Approval of Financial Report Motion Passed:** Motion to approve the financial report as

presented in the amount of \$567,532.45 passed with a motion by Karl Meeske and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**IX. Public Comment** Discussion: No comment.

#### **X. Reports**

**X.A. Activity Director** Discussion: Academic All-State was announced, this includes contributing athletes with a GPA of 3.7 or higher and team contributor. Students include Softball: Sarah Allen and Josie Peterson, Cross Country: Rose Sullivan, Kaley Hauxwell, Landis Beverly, and Kalen Wallin, Volleyball: Shaylee Heathers and Bridgette Odens, Football: Bryson Fisher and Dakota Wallin, Play Production: Rose Sullivan and Kaylee Meeske. The Chase County wrestling Invitational is this weekend with 15 teams, up three teams from last year. The meet will use the purchased track wrestling clocks and Chuck Lambert, Bridgeport Supt. to assist in meet management. We will host Gordon-Rushville for a Friday Night dual. Hauxwell will be attending NSAA district 5 Meeting in Holdrege January 11th. We will be discussing and voting on District Proposals. Hauxwell will release the SPVA tournament seeding and brackets on Wed Jan 10th. Boys will play on Monday and Thursday night with Finals on Saturday. Girls will play on Tuesday and Friday night with finals on Saturday. The boys will travel Monday and girls should host here at home on Tuesday. Hauxwell was asked by Nate Neuhaus at the NSAA to be on the Games Committee for the Nebraska State Track and Field Championships. He will be one of four coaches in the State on the Committee and Supt. Lefdal highlighted what an honor this recommendation is well as a representation for western Nebraska athletics. Committee representation will require a couple of Lincoln trips in preparation for the 2017 State Track Meet. Dir. of IT Shane Gerhartz presented the Board an assessment on where he believes the District to be currently using the SAMR Model for Technology Integration concluding CCS is in the Augmentation/Substitution phase. He highlighted many teachers are using some cool tech in the classroom. Old server aptitude was briefly discussed as a Board member inquired and Gerhartz noted yes District servers are dated but have been held relatively steady this year.

**X.B. Principals** Discussion: Prin. Odens discussed CCS five step Target Implementation Plan (TIP) plan. 1 is RTI (Response to Intervention) which is fully integrated on elem but we want to strengthen in MS and HS. Plan includes creation of a playbook for school wide intervention and curriculum alignment. 2 Common Instructional Lang which is highlighted by revision of the evaluation tool currently used and continual assessment and strengthening of professional development (PD). 3 Positive Behavior Intervention & Supports (PBIS) is a focus on positive feedback and rewards with emphasis on a cohesive school climate. Staff rated this as most important. 4 Growth mindset and willingness to learn amongst students & staff. 5 Chase Co Pride vehicle to encourage community involvement. The implementation will include book studies, teams & a committee will be established but Prin. Odens noted many teachers have expressed interest and excitement towards getting involved. Member Stromberger inquired as to the time component of when this will be explored and Odens & Supt. Lefdal noted it will be executed via PD days but will be continuously evolving.

**X.C. Student Board Member** Discussion: Student Board Member Ryelee Christensen mentioned an initial meeting was held between student council and administration and student council would be further discussing the related topics at their next regular meeting. Student concerns mentioned were assignment to CCS current Mentorship & Intervention Classes focusing on Thinking, Improvement, Magnify, Excellence, or in short MIC TIME.

**X.D. Superintendent** Discussion: Supt. Lefdal read a summary from contractor Reichert regarding progress on building addition. Plan is to have multiple trades inside at the same time to continue to progress towards an original eta date of April 1st. Brief discussion of state legislation update, student concerns regarding scheduling, graduation, monthly Supt. article for the paper will resume in January, emphasis back on kids, school improvement the first week of April, parent-student surveys will be circulated, and meetings with new Board members have occurred. Stromberger inquired as to why the survey and Supt. Lefdal replied citing MS assessment and school improvement plan. Email distribution will be used as well as at a computer during Feb. 6 & 7 PT conferences. Olsen inquired about Odysseyware usage and the students Mic time concern in which Supt. Lefdal noted Mic time rotates each quarter and is 9-12 as well as continued use of the new Odysseyware on-line class software.

#### **XI. Action Items**

**XI.A. Take all necessary action to approve the Imperial Republican as the official district newspaper for 2017. Motion Passed:** Motion to approve the Imperial Republican as the official district newspaper for 2017 passed with a motion by Karl Meeske and a second by Willy O'Neil. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**XI.B. Take all necessary action to approve Adams Bank (Activity, QCPUF, Student Fee, Bond), Pinnacle Bank (General, Payroll, Clearing, Section 125 and Unemployment), First Bank and Trust (Lunch, Building and Depreciation) as primary custodian of funds.**

**Motion Passed:** Motion to approve Adams Bank (Activity, QCPUF, Student Fee, Bond), Pinnacle Bank (General, Payroll, Clearing, Section 125 and Unemployment), First Bank and Trust (Lunch, Building and Depreciation) as primary custodian of funds passed with a motion by Dan Reeves and a second by Penny Strand. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent

**XI.C. Take all necessary action to approve appointments and resignations.** Discussion: No appointments or resignations.

**XII. Discussion Items**

**XII.A. Building project** Discussion: No further discussion since Supt. Lefdal gave progress report earlier.

**XII.B. Bus Barn Motion Passed:** Motion giving facility committee authority to proceed with bus barn bids passed with a motion by Sheila Stromberger and a second by Karl Meeske. Josh Fries-Yes, Karl Meeske-Yes, Willy O'Neil-Yes, Jeff Olsen-Yes, Dan Reeves-Yes, Penny Strand-Yes, Sheila Stromberger-Yes, Carrie Terryberry-Yes, Steve Wallin-Absent Discussion: Facility committee member Reeves said cost/sq. ft was similar for all options the committee considered however, the committee determined that the predictability of new construction costs outweighed the uncertainty of renovation therefore a proposed new building plans was presented by the committee. Member O'Neil recommended sending the drawings out to bid, which would not lock the District into construction. Board discussed several items including building length, indoor wash bay, building heat, floor drains, additional door, upstairs storage, financing, location on the NW corner of existing District site before taking action.

**XII.C. Conflict of Interest Form** Rationale: Attached is the required "potential" conflict of interest form to be completed by each board member and kept on file. The form does not need to be completed at the meeting, but will need to be completed and returned to Crystal to be kept in the board file. All Board members were given a Conflict of Interest form to fill out if the possibility existed a conflict could arise. It was pointed out this form protects the Board member and the District.

**XIII. Adjourn** Discussion: Meeting adjourned at 7:12 pm.

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Board President

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Board Secretary

## Period Activity Report - Detail

Cycle: FY16-17; Fund: 09; Begin Date: 01/01/2017; End Date: 01/31/2017; Account Type: All Accounts; Transaction Type: Actual; Created On: 2/10/2017 5:11:32 PM

|                    |                   |                            |                                               |                                                                                          |                    |                    |                        |
|--------------------|-------------------|----------------------------|-----------------------------------------------|------------------------------------------------------------------------------------------|--------------------|--------------------|------------------------|
|                    |                   |                            |                                               |                                                                                          |                    |                    |                        |
|                    |                   |                            |                                               |                                                                                          |                    |                    |                        |
| <b>Fund</b>        | <b>Account</b>    | <b>Account Name</b>        | <b>Beginning Balance</b>                      | <b>Activity DR</b>                                                                       | <b>Activity CR</b> | <b>Ending</b>      |                        |
| 09                 | 09-9001           | CCHS Athletics             | (\$8,385.28)                                  | \$157.80                                                                                 | \$0.00             | (\$8,543.08)       |                        |
| <b>Transaction</b> | <b>Transactio</b> | <b>Source Document</b>     | <b>Source Entity</b>                          | <b>Comment</b>                                                                           | <b>Transaction</b> | <b>Transaction</b> | <b>Running Balance</b> |
| 1/17/2017          | 00013016          | AP Voucher:<br>ACT01172017 | Vendor: Imperial<br>Republican                | Expenditure For Invoice=41-1; Type=Direct;<br>Vendor=Imperial Republican                 | \$157.80           | \$0.00             | (\$8,227.48)           |
|                    |                   |                            |                                               |                                                                                          |                    |                    |                        |
| <b>Fund</b>        | <b>Account</b>    | <b>Account Name</b>        | <b>Beginning Balance</b>                      | <b>Activity DR</b>                                                                       | <b>Activity CR</b> | <b>Ending</b>      |                        |
| 09                 | 09-9003           | CCHS Football              | (\$21,901.63)                                 | \$794.22                                                                                 | \$0.00             | (\$22,695.85)      |                        |
| <b>Transaction</b> | <b>Transactio</b> | <b>Source Document</b>     | <b>Source Entity</b>                          | <b>Comment</b>                                                                           | <b>Transaction</b> | <b>Transaction</b> | <b>Running Balance</b> |
| 1/24/2017          | 00013049          | AP Voucher:<br>ACT1242017  | Vendor: Harco Athletic<br>Reconditioning, Inc | Expenditure For Invoice=21583; Type=Direct;<br>Vendor=Harco Athletic Reconditioning, Inc | \$794.22           | \$0.00             | (\$21,107.41)          |
|                    |                   |                            |                                               |                                                                                          |                    |                    |                        |
| <b>Fund</b>        | <b>Account</b>    | <b>Account Name</b>        | <b>Beginning Balance</b>                      | <b>Activity DR</b>                                                                       | <b>Activity CR</b> | <b>Ending</b>      |                        |
| 09                 | 09-9006           | CCHS Basketball-           | (\$6,244.96)                                  | \$4,218.93                                                                               | \$447.49           | (\$10,016.40)      |                        |
| <b>Transaction</b> | <b>Transactio</b> | <b>Source Document</b>     | <b>Source Entity</b>                          | <b>Comment</b>                                                                           | <b>Transaction</b> | <b>Transaction</b> | <b>Running Balance</b> |
| 1/3/2017           | 00012946          | AP Voucher:<br>ACT01032017 | Vendor: Grant Jones                           | Expenditure For Invoice=01032017JVGBB; Type=Direct;<br>Vendor=Grant Jones                | \$50.00            | \$0.00             | (\$6,194.96)           |
| 1/3/2017           | 00012946          | AP Voucher:<br>ACT01032017 | Vendor: Kara Engbrecht                        | Expenditure For Invoice=01032017JVGBB; Type=Direct;<br>Vendor=Kara Engbrecht             | \$40.00            | \$0.00             | (\$6,154.96)           |
| 1/3/2017           | 00012946          | AP Voucher:<br>ACT01032017 | Vendor: JR Kline                              | Expenditure For Invoice=01032017JVGBB; Type=Direct;<br>Vendor=JR Kline                   | \$40.00            | \$0.00             | (\$6,114.96)           |
| 1/3/2017           | 00012946          | AP Voucher:<br>ACT01032017 | Vendor: Brent Thelander                       | Expenditure For Invoice=01032017VBBB; Type=Direct;<br>Vendor=Brent Thelander             | \$65.83            | \$0.00             | (\$6,049.13)           |
| 1/3/2017           | 00012946          | AP Voucher:<br>ACT01032017 | Vendor: Chad Lyons                            | Expenditure For Invoice=01032017VGBB; Type=Direct;<br>Vendor=Chad Lyons                  | \$65.83            | \$0.00             | (\$5,983.30)           |
| 1/3/2017           | 00012946          | AP Voucher:<br>ACT01032017 | Vendor: Jake Curl                             | Expenditure For Invoice=01032017VBBB; Type=Direct;<br>Vendor=Jake Curl                   | \$65.83            | \$0.00             | (\$5,917.47)           |
| 1/3/2017           | 00012948          | AP Voucher:<br>ACT01032017 | Vendor: Brent Thelander                       | Expenditure For Invoice=01032017VBBB; Type=Direct;<br>Vendor=Brent Thelander: PO=        | \$0.00             | \$65.83            | (\$5,983.30)           |
| 1/3/2017           | 00012949          | AP Voucher:<br>ACT01032017 | Vendor: Chad Lyons                            | Expenditure For Invoice=01032017VGBB; Type=Direct;<br>Vendor=Chad Lyons: PO=             | \$0.00             | \$65.83            | (\$6,049.13)           |
| 1/3/2017           | 00012951          | AP Voucher:<br>ACT01032017 | Vendor: Grant Jones                           | Expenditure For Invoice=01032017JVGBB; Type=Direct;<br>Vendor=Grant Jones: PO=           | \$0.00             | \$50.00            | (\$6,099.13)           |
| 1/3/2017           | 00012952          | AP Voucher:<br>ACT01032017 | Vendor: Jake Curl                             | Expenditure For Invoice=01032017VBBB; Type=Direct;<br>Vendor=Jake Curl: PO=              | \$0.00             | \$65.83            | (\$6,164.96)           |
| 1/3/2017           | 00012953          | AP Voucher:<br>ACT01032017 | Vendor: JR Kline                              | Expenditure For Invoice=01032017JVGBB; Type=Direct;<br>Vendor=JR Kline: PO=              | \$0.00             | \$40.00            | (\$6,204.96)           |
| 1/3/2017           | 00012954          | AP Voucher:<br>ACT01032017 | Vendor: Kara Engbrecht                        | Expenditure For Invoice=01032017JVGBB; Type=Direct;<br>Vendor=Kara Engbrecht: PO=        | \$0.00             | \$40.00            | (\$6,244.96)           |
| 1/13/2017          | 00013008          | AP Voucher:<br>ACT01122017 | Vendor: Jackson Johnson                       | Expenditure For Invoice=VBGBB11217; Type=Direct;<br>Vendor=Jackson Johnson               | \$65.83            | \$0.00             | (\$6,179.13)           |
| 1/13/2017          | 00013008          | AP Voucher:<br>ACT01122017 | Vendor: Ben Anderson                          | Expenditure For Invoice=VBGBB011217; Type=Direct;<br>Vendor=Ben Anderson                 | \$65.83            | \$0.00             | (\$6,113.30)           |
| 1/13/2017          | 00013008          | AP Voucher:<br>ACT01122017 | Vendor: Scott Johnson                         | Expenditure For Invoice=VBGBB11217; Type=Direct;<br>Vendor=Scott Johnson                 | \$65.83            | \$0.00             | (\$6,047.47)           |
| 1/17/2017          | 00013016          | AP Voucher:<br>ACT01172017 | Vendor: Brent Thelander                       | Expenditure For Invoice=GVBBSPPA11717;<br>Type=Direct: Vendor=Brent Thelander            | \$82.00            | \$0.00             | (\$5,965.47)           |
| 1/17/2017          | 00013016          | AP Voucher:<br>ACT01172017 | Vendor: Chad Lyons                            | Expenditure For Invoice=GVBBSPPA11717;<br>Type=Direct: Vendor=Chad Lyons                 | \$82.00            | \$0.00             | (\$5,883.47)           |

|           |          |                            |                                         |                                                                                                |          |          |              |
|-----------|----------|----------------------------|-----------------------------------------|------------------------------------------------------------------------------------------------|----------|----------|--------------|
| 1/17/2017 | 00013016 | AP Voucher:<br>ACT01172017 | Vendor: Jake Curl                       | Expenditure For Invoice=GVBBSPVA11717;<br>Type=Direct; Vendor=Jake Curl                        | \$82.00  | \$0.00   | (\$5,801.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Chris Mroczek                   | Expenditure For Invoice=SPVABB1202017; Type=Direct;<br>Vendor=Chris Mroczek                    | \$220.00 | \$0.00   | (\$5,581.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Benjamin Klein                  | Expenditure For Invoice=SPVABB1202017; Type=Direct;<br>Vendor=Benjamin Klein                   | \$120.00 | \$0.00   | (\$5,461.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Preston Foster                  | Expenditure For Invoice=SPVABB01202017;<br>Type=Direct; Vendor=Preston Foster                  | \$120.00 | \$0.00   | (\$5,341.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Benjamin Klein                  | Expenditure For Invoice=SPVABB01202017;<br>Type=Direct; Vendor=Benjamin Klein                  | \$220.00 | \$0.00   | (\$5,121.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Nathan Williams                 | Expenditure For Invoice=SPVABB01202017;<br>Type=Direct; Vendor=Nathan Williams                 | \$120.00 | \$0.00   | (\$5,001.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Chad Beezley                    | Expenditure For Invoice=SPVABB1202017; Type=Direct;<br>Vendor=Chad Beezley                     | \$120.00 | \$0.00   | (\$4,881.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Jim Langin                      | Expenditure For Invoice=SPVABB1212017; Type=Direct;<br>Vendor=Jim Langin                       | \$460.00 | \$0.00   | (\$4,421.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Chad Lyons                      | Expenditure For Invoice=SPVABB1202017; Type=Direct;<br>Vendor=Chad Lyons                       | \$214.00 | \$0.00   | (\$4,207.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Brent Thelander                 | Expenditure For Invoice=SPVABB1202017; Type=Direct;<br>Vendor=Brent Thelander                  | \$252.00 | \$0.00   | (\$3,955.47) |
| 1/19/2017 | 00013034 | AP Voucher:<br>ACT01192017 | Vendor: Chad Lyons                      | Expenditure For Invoice=SPVABB1212017; Type=Direct;<br>Vendor=Chad Lyons                       | \$154.00 | \$0.00   | (\$3,801.47) |
| 1/20/2017 | 00013038 | AP Voucher:<br>ACT01202017 | Vendor: Dean Riedel                     | Expenditure For Invoice=SPVABB1212017; Type=Direct;<br>Vendor=Dean Riedel                      | \$120.00 | \$0.00   | (\$3,681.47) |
| 1/23/2017 | 00013040 | AP Voucher:<br>ACT01192017 | Vendor: Chad Beezley                    | Expenditure For Invoice=SPVABB1202017; Type=Direct;<br>Vendor=Chad Beezley; PO=                | \$0.00   | \$120.00 | (\$3,801.47) |
| 1/24/2017 | 00013049 | AP Voucher:<br>ACT1242017  | Vendor: Platinum T-Shirt and Embroidery | Expenditure For Invoice=2843/2841/2789; Type=Direct;<br>Vendor=Platinum T-Shirt and Embroidery | \$167.94 | \$0.00   | (\$3,633.53) |
| 1/24/2017 | 00013049 | AP Voucher:<br>ACT1242017  | Vendor: CCS Clearing Account            | Expenditure For Invoice=ACT1/5-1/7-1/10-1/3;<br>Type=Direct; Vendor=CCS Clearing Account       | \$795.00 | \$0.00   | (\$2,838.53) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017  | Vendor: Thomas Johnson                  | Expenditure For Invoice=VGBBB1272017; Type=Direct;<br>Vendor=Thomas Johnson                    | \$71.67  | \$0.00   | (\$2,766.86) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017  | Vendor: Jeff Moore                      | Expenditure For Invoice=VGBBB1272017; Type=Direct;<br>Vendor=Jeff Moore                        | \$71.67  | \$0.00   | (\$2,695.19) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017  | Vendor: Chris Miller                    | Expenditure For Invoice=VGBBB127207; Type=Direct;<br>Vendor=Chris Miller                       | \$71.67  | \$0.00   | (\$2,623.52) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017  | Vendor: Kara Engbrecht                  | Expenditure For Invoice=JVGBB1272017; Type=Direct;<br>Vendor=Kara Engbrecht                    | \$50.00  | \$0.00   | (\$2,573.52) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017  | Vendor: Bob Holman                      | Expenditure For Invoice=JVGBB12717; Type=Direct;<br>Vendor=Bob Holman                          | \$50.00  | \$0.00   | (\$2,523.52) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017  | Vendor: Grant Jones                     | Expenditure For Invoice=JVGBB12717; Type=Direct;<br>Vendor=Grant Jones                         | \$50.00  | \$0.00   | (\$2,473.52) |
|           |          |                            |                                         |                                                                                                |          |          |              |

|             |                |                     |                          |                    |                    |               |
|-------------|----------------|---------------------|--------------------------|--------------------|--------------------|---------------|
| <b>Fund</b> | <b>Account</b> | <b>Account Name</b> | <b>Beginning Balance</b> | <b>Activity DR</b> | <b>Activity CR</b> | <b>Ending</b> |
| 09          | 09-9007        | CCHS Basketball-    | (\$5,570.16)             | \$2,556.01         | \$317.51           | (\$7,808.66)  |

| Transaction | Transactio | Source Document            | Source Entity           | Comment                                                                        | Transaction | Transaction | Running Balance |
|-------------|------------|----------------------------|-------------------------|--------------------------------------------------------------------------------|-------------|-------------|-----------------|
| 1/3/2017    | 00012946   | AP Voucher:<br>ACT01032017 | Vendor: Eli Engbrecht   | Expenditure For Invoice=01032017JVBBB; Type=Direct;<br>Vendor=Eli Engbrecht    | \$40.00     | \$0.00      | (\$5,530.16)    |
| 1/3/2017    | 00012946   | AP Voucher:<br>ACT01032017 | Vendor: Russ Pankonin   | Expenditure For Invoice=01032017JVBBB; Type=Direct;<br>Vendor=Russ Pankonin    | \$40.00     | \$0.00      | (\$5,490.16)    |
| 1/3/2017    | 00012946   | AP Voucher:<br>ACT01032017 | Vendor: Adam Dickey     | Expenditure For Invoice=01032017JVBBB; Type=Direct;<br>Vendor=Adam Dickey      | \$40.00     | \$0.00      | (\$5,450.16)    |
| 1/3/2017    | 00012946   | AP Voucher:<br>ACT01032017 | Vendor: Brent Thelander | Expenditure For Invoice=01032017VBBB; Type=Direct;<br>Vendor=Brent Thelander   | \$65.84     | \$0.00      | (\$5,384.32)    |
| 1/3/2017    | 00012946   | AP Voucher:<br>ACT01032017 | Vendor: Chad Lyons      | Expenditure For Invoice=01032017VGBB; Type=Direct;<br>Vendor=Chad Lyons        | \$65.84     | \$0.00      | (\$5,318.48)    |
| 1/3/2017    | 00012946   | AP Voucher:<br>ACT01032017 | Vendor: Jake Curl       | Expenditure For Invoice=01032017VBGBB; Type=Direct;<br>Vendor=Jake Curl        | \$65.83     | \$0.00      | (\$5,252.65)    |
| 1/3/2017    | 00012947   | AP Voucher:<br>ACT01032017 | Vendor: Adam Dickey     | Expenditure For Invoice=01032017JVBBB; Type=Direct;<br>Vendor=Adam Dickey; PO= | \$0.00      | \$40.00     | (\$5,292.65)    |

|                    |                           |                                       |                                           |                                                                                          |                              |                                |                        |
|--------------------|---------------------------|---------------------------------------|-------------------------------------------|------------------------------------------------------------------------------------------|------------------------------|--------------------------------|------------------------|
| 1/3/2017           | 00012948                  | AP Voucher:<br>ACT01032017            | Vendor: Brent Thelander                   | Expenditure For Invoice=01032017VBBB; Type=Direct;<br>Vendor=Brent Thelander; PO=        | \$0.00                       | \$65.84                        | (\$5,358.49)           |
| 1/3/2017           | 00012949                  | AP Voucher:<br>ACT01032017            | Vendor: Chad Lyons                        | Expenditure For Invoice=01032017VGBB; Type=Direct;<br>Vendor=Chad Lyons; PO=             | \$0.00                       | \$65.84                        | (\$5,424.33)           |
| 1/3/2017           | 00012950                  | AP Voucher:<br>ACT01032017            | Vendor: Eli Engbrecht                     | Expenditure For Invoice=01032017JVBBB; Type=Direct;<br>Vendor=Eli Engbrecht; PO=         | \$0.00                       | \$40.00                        | (\$5,464.33)           |
| 1/3/2017           | 00012952                  | AP Voucher:<br>ACT01032017            | Vendor: Jake Curl                         | Expenditure For Invoice=01032017VBGBB; Type=Direct;<br>Vendor=Jake Curl; PO=             | \$0.00                       | \$65.83                        | (\$5,530.16)           |
| 1/3/2017           | 00012955                  | AP Voucher:<br>ACT01032017            | Vendor: Russ Pankonin                     | Expenditure For Invoice=01032017JVBBB; Type=Direct;<br>Vendor=Russ Pankonin; PO=         | \$0.00                       | \$40.00                        | (\$5,570.16)           |
| 1/13/2017          | 00013008                  | AP Voucher:<br>ACT01122017            | Vendor: Eli Engbrecht                     | Expenditure For Invoice=JVBGBB011217; Type=Direct;<br>Vendor=Eli Engbrecht               | \$40.00                      | \$0.00                         | (\$5,530.16)           |
| 1/13/2017          | 00013008                  | AP Voucher:<br>ACT01122017            | Vendor: Bob Holman                        | Expenditure For Invoice=JVBBB11217; Type=Direct;<br>Vendor=Bob Holman                    | \$40.00                      | \$0.00                         | (\$5,490.16)           |
| 1/13/2017          | 00013008                  | AP Voucher:<br>ACT01122017            | Vendor: Russ Pankonin                     | Expenditure For Invoice=JVBBB11217; Type=Direct;<br>Vendor=Russ Pankonin                 | \$40.00                      | \$0.00                         | (\$5,450.16)           |
| 1/13/2017          | 00013008                  | AP Voucher:<br>ACT01122017            | Vendor: Jackson Johnson                   | Expenditure For Invoice=VBGBB11217; Type=Direct;<br>Vendor=Jackson Johnson               | \$65.83                      | \$0.00                         | (\$5,384.33)           |
| 1/13/2017          | 00013008                  | AP Voucher:<br>ACT01122017            | Vendor: Ben Anderson                      | Expenditure For Invoice=VBGBB011217; Type=Direct;<br>Vendor=Ben Anderson                 | \$65.84                      | \$0.00                         | (\$5,318.49)           |
| 1/13/2017          | 00013008                  | AP Voucher:<br>ACT01122017            | Vendor: Scott Johnson                     | Expenditure For Invoice=VBGBB11217; Type=Direct;<br>Vendor=Scott Johnson                 | \$65.84                      | \$0.00                         | (\$5,252.65)           |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017            | Vendor: Brett McCarville                  | Expenditure For Invoice=SPVA1192017; Type=Direct;<br>Vendor=Brett McCarville             | \$101.00                     | \$0.00                         | (\$5,151.65)           |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017            | Vendor: Morgan Smith                      | Expenditure For Invoice=SPVABBB1192017;<br>Type=Direct; Vendor=Morgan Smith              | \$101.00                     | \$0.00                         | (\$5,050.65)           |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017            | Vendor: Michael Namuth                    | Expenditure For Invoice=SPVA01192017; Type=Direct;<br>Vendor=Michael Namuth              | \$101.00                     | \$0.00                         | (\$4,949.65)           |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017            | Vendor: Robert Gaulke                     | Expenditure For Invoice=SPVA1202017; Type=Direct;<br>Vendor=Robert Gaulke                | \$214.00                     | \$0.00                         | (\$4,735.65)           |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017            | Vendor: Brent Thelander                   | Expenditure For Invoice=SPVA BB 1212017;<br>Type=Direct; Vendor=Brent Thelander          | \$192.00                     | \$0.00                         | (\$4,543.65)           |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017            | Vendor: Jake Curl                         | Expenditure For Invoice=SPVABB1212017; Type=Direct;<br>Vendor=Jake Curl                  | \$154.00                     | \$0.00                         | (\$4,389.65)           |
| 1/24/2017          | 00013049                  | AP Voucher:<br>ACT1242017             | Vendor: CCS Clearing Account              | Expenditure For Invoice=ACT1/5-1/7-1/10-1/3;<br>Type=Direct; Vendor=CCS Clearing Account | \$578.00                     | \$0.00                         | (\$3,811.65)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017             | Vendor: Thomas Johnson                    | Expenditure For Invoice=VBGBB1272017; Type=Direct;<br>Vendor=Thomas Johnson              | \$71.67                      | \$0.00                         | (\$3,739.98)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017             | Vendor: Jeff Moore                        | Expenditure For Invoice=VBGBB1272017; Type=Direct;<br>Vendor=Jeff Moore                  | \$71.66                      | \$0.00                         | (\$3,668.32)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017             | Vendor: Chris Miller                      | Expenditure For Invoice=VBGBB127207; Type=Direct;<br>Vendor=Chris Miller                 | \$71.66                      | \$0.00                         | (\$3,596.66)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017             | Vendor: Eli Engbrecht                     | Expenditure For Invoice=JVBBB1272017; Type=Direct;<br>Vendor=Eli Engbrecht               | \$40.00                      | \$0.00                         | (\$3,556.66)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017             | Vendor: Matt Hanna                        | Expenditure For Invoice=JVBBB1272017; Type=Direct;<br>Vendor=Matt Hanna                  | \$40.00                      | \$0.00                         | (\$3,516.66)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017             | Vendor: Tim Swenson                       | Expenditure For Invoice=JVBBB1272017; Type=Direct;<br>Vendor=Tim Swenson                 | \$65.00                      | \$0.00                         | (\$3,451.66)           |
| 1/30/2017          | 00013057                  | AP Voucher:<br>ACT1302017             | Vendor: Eli Engbrecht                     | Expenditure For Invoice=1302017BBCteam;<br>Type=Direct; Vendor=Eli Engbrecht             | \$40.00                      | \$0.00                         | (\$3,411.66)           |
| 1/30/2017          | 00013057                  | AP Voucher:<br>ACT1302017             | Vendor: Bob Holman                        | Expenditure For Invoice=1302017BBCteam; Type=Direct;<br>Vendor=Bob Holman                | \$40.00                      | \$0.00                         | (\$3,371.66)           |
| 1/30/2017          | 00013057                  | AP Voucher:<br>ACT1302017             | Vendor: Russ Pankonin                     | Expenditure For Invoice=1302017BBCteam; Type=Direct;<br>Vendor=Russ Pankonin             | \$40.00                      | \$0.00                         | (\$3,331.66)           |
|                    |                           |                                       |                                           |                                                                                          |                              |                                |                        |
| <b>Fund</b><br>09  | <b>Account</b><br>09-9008 | <b>Account Name</b><br>CCHS Wrestling | <b>Beginning Balance</b><br>(\$27,016.00) | <b>Activity DR</b><br>\$3,735.05                                                         | <b>Activity CR</b><br>\$0.00 | <b>Ending</b><br>(\$30,751.05) |                        |
| <b>Transaction</b> | <b>Transactio</b>         | <b>Source Document</b>                | <b>Source Entity</b>                      | <b>Comment</b>                                                                           | <b>Transaction</b>           | <b>Transaction</b>             | <b>Running Balance</b> |
| 1/10/2017          | 00012886                  | AP Voucher:<br>12162016BBills         | Vendor: Sidney High School                | Expenditure For Invoice=WrestlingEntry121716;<br>Type=Direct; Vendor=Sidney High School  | \$100.00                     | \$0.00                         | (\$26,916.00)          |
| 1/10/2017          | 00012886                  | AP Voucher:<br>12162016BBills         | Vendor: The Arrow Hotel                   | Expenditure For Invoice=5080; Type=Direct; Vendor=The Arrow Hotel                        | \$810.00                     | \$0.00                         | (\$26,106.00)          |

|           |          |                               |                                             |                                                                                             |          |        |               |
|-----------|----------|-------------------------------|---------------------------------------------|---------------------------------------------------------------------------------------------|----------|--------|---------------|
| 1/10/2017 | 00012886 | AP Voucher:<br>12162016BBills | Vendor: Awards Unlimited, Inc               | Expenditure For Invoice=414452/414453; Type=Direct; Vendor=Awards Unlimited, Inc            | \$246.10 | \$0.00 | (\$25,859.90) |
| 1/12/2017 | 00013006 | AP Voucher:<br>ACT10122017    | Vendor: Perkins County High School          | Expenditure For Invoice=JVVWRESTLING11017; Type=Direct; Vendor=Perkins County               | \$25.00  | \$0.00 | (\$25,834.90) |
| 1/12/2017 | 00013006 | AP Voucher:<br>ACT10122017    | Vendor: Dustin Favinger                     | Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Dustin Favinger              | \$250.00 | \$0.00 | (\$25,584.90) |
| 1/12/2017 | 00013006 | AP Voucher:<br>ACT10122017    | Vendor: Duane Skiles                        | Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Duane Skiles                 | \$250.00 | \$0.00 | (\$25,334.90) |
| 1/12/2017 | 00013006 | AP Voucher:<br>ACT10122017    | Vendor: Chuck Lambert                       | Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Chuck Lambert                | \$300.00 | \$0.00 | (\$25,034.90) |
| 1/13/2017 | 00013008 | AP Voucher:<br>ACT01122017    | Vendor: Jarrod Schnell                      | Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Jarrod Schnell               | \$325.00 | \$0.00 | (\$24,709.90) |
| 1/13/2017 | 00013008 | AP Voucher:<br>ACT01122017    | Vendor: Klent Schnell                       | Expenditure For Invoice=JVVWRESTLING11417; Type=Direct; Vendor=Klent Schnell                | \$325.00 | \$0.00 | (\$24,384.90) |
| 1/24/2017 | 00013049 | AP Voucher:<br>ACT1242017     | Vendor: Broken Bow High School              | Expenditure For Invoice=WrestlingEntry120316; Type=Direct; Vendor=Broken Bow High School    | \$125.00 | \$0.00 | (\$24,259.90) |
| 1/24/2017 | 00013049 | AP Voucher:<br>ACT1242017     | Vendor: Balcony House                       | Expenditure For Invoice=1132017; Type=Direct; Vendor=Balcony House                          | \$170.00 | \$0.00 | (\$24,089.90) |
| 1/24/2017 | 00013049 | AP Voucher:<br>ACT1242017     | Employee: Vlasin, Matthew A                 | Expenditure For Invoice=PEVWrestling1252017; Type=Employee; Vendor=Vlasin, Matthew A        | \$510.00 | \$0.00 | (\$23,579.90) |
| 1/24/2017 | 00013049 | AP Voucher:<br>ACT1242017     | Vendor: Platinum T-Shirt and Embroidery     | Expenditure For Invoice=2843/2841/2789; Type=Direct; Vendor=Platinum T-Shirt and Embroidery | \$13.95  | \$0.00 | (\$23,565.95) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017     | Vendor: Chadron Schools                     | Expenditure For Invoice=WRESTLING1202017; Type=Direct; Vendor=Chadron Schools               | \$200.00 | \$0.00 | (\$23,365.95) |
| 1/27/2017 | 00013053 | AP Voucher:<br>ACT1272017     | Vendor: Medicine Valley Schools-High School | Expenditure For Invoice=WRESTLING12917; Type=Direct; Vendor=Medicine Valley Schools         | \$85.00  | \$0.00 | (\$23,280.95) |
|           |          |                               |                                             |                                                                                             |          |        |               |

| Fund | Account | Account Name | Beginning Balance | Activity DR | Activity CR | Ending         |
|------|---------|--------------|-------------------|-------------|-------------|----------------|
| 09   | 09-901  | Cash Account | (\$214,737.86)    | \$120.00    | \$32,924.67 | (\$247,542.53) |

| Transaction | Transactio | Source Document               | Source Entity | Comment                                            | Transaction | Transaction | Running Balance |
|-------------|------------|-------------------------------|---------------|----------------------------------------------------|-------------|-------------|-----------------|
| 1/10/2017   | 00012893   | AP Voucher:<br>12162016BBills |               | Disbursement for Voucher: 12162016BBills ; Fund=09 | \$0.00      | \$1,472.65  | (\$216,210.51)  |
| 1/12/2017   | 00013007   | AP Voucher:<br>ACT10122017    |               | Disbursement for Voucher: ACT10122017; Fund=09     | \$0.00      | \$825.00    | (\$217,035.51)  |
| 1/13/2017   | 00013019   | AP Voucher:<br>ACT01122017    |               | Disbursement for Voucher: ACT01122017; Fund=09     | \$0.00      | \$1,165.00  | (\$218,200.51)  |
| 1/17/2017   | 00013018   | AP Voucher:<br>ACT01172017    |               | Disbursement for Voucher: ACT01172017; Fund=09     | \$0.00      | \$5,874.85  | (\$224,075.36)  |
| 1/19/2017   | 00013035   | AP Voucher:<br>ACT01192017    |               | Disbursement for Voucher: ACT01192017; Fund=09     | \$0.00      | \$3,288.00  | (\$227,363.36)  |
| 1/20/2017   | 00013039   | AP Voucher:<br>ACT01202017    |               | Disbursement for Voucher: ACT01202017; Fund=09     | \$0.00      | \$120.00    | (\$227,483.36)  |
| 1/23/2017   | 00013041   | AP Voucher:<br>ACT01192017    |               | Disbursement for Voucher: ACT01192017; Fund=09     | \$120.00    | \$0.00      | (\$227,363.36)  |
| 1/24/2017   | 00013051   | AP Voucher:                   |               | Disbursement for Voucher: ACT1242017; Fund=09      | \$0.00      | \$18,785.17 | (\$246,148.53)  |
| 1/27/2017   | 00013054   | AP Voucher:                   |               | Disbursement for Voucher: ACT1272017; Fund=09      | \$0.00      | \$1,151.00  | (\$247,299.53)  |
| 1/27/2017   | 00013056   | AP Voucher:<br>SPEECH1282017  |               | Disbursement for Voucher: SPEECH1282017; Fund=09   | \$0.00      | \$123.00    | (\$247,422.53)  |
| 1/30/2017   | 00013058   | AP Voucher:                   |               | Disbursement for Voucher: ACT1302017; Fund=09      | \$0.00      | \$120.00    | (\$247,542.53)  |
|             |            |                               |               |                                                    |             |             |                 |

| Fund | Account | Account Name | Beginning Balance | Activity DR | Activity CR | Ending       |
|------|---------|--------------|-------------------|-------------|-------------|--------------|
| 09   | 09-9015 | JH BB-Girls  | (\$1,210.00)      | \$400.00    | \$0.00      | (\$1,610.00) |

| Transaction | Transactio | Source Document            | Source Entity          | Comment                                                                  | Transaction | Transaction | Running Balance |
|-------------|------------|----------------------------|------------------------|--------------------------------------------------------------------------|-------------|-------------|-----------------|
| 1/19/2017   | 00013034   | AP Voucher:<br>ACT01192017 | Vendor: Kara Engbrecht | Expenditure For Invoice=JHGBB1192017; Type=Direct; Vendor=Kara Engbrecht | \$80.00     | \$0.00      | (\$1,130.00)    |
| 1/19/2017   | 00013034   | AP Voucher:<br>ACT01192017 | Vendor: Bob Holman     | Expenditure For Invoice=JHGBB1192017; Type=Direct; Vendor=Bob Holman     | \$80.00     | \$0.00      | (\$1,050.00)    |

|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
|--------------------|---------------------------|---------------------------------------------|-----------------------------------------------------------|------------------------------------------------------------------------------------------------------|-------------------------------|-------------------------------|------------------------|
| 1/24/2017          | 00013049                  | AP Voucher:<br>ACT1242017                   | Vendor: CCS Clearing<br>Account                           | Expenditure For Invoice=ACT1/5-1/7-1/10-1/3;<br>Type=Direct; Vendor=CCS Clearing Account             | \$240.00                      | \$0.00                        | (\$810.00)             |
|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
| <b>Fund</b><br>09  | <b>Account</b><br>09-9016 | <b>Account Name</b><br>JH BB-Boys           | <b>Beginning Balance</b><br>(\$1,080.00)                  | <b>Activity DR</b><br>\$665.00                                                                       | <b>Activity CR</b><br>\$0.00  | <b>Ending</b><br>(\$1,745.00) |                        |
| <b>Transaction</b> | <b>Transactio</b>         | <b>Source Document</b>                      | <b>Source Entity</b>                                      | <b>Comment</b>                                                                                       | <b>Transaction</b>            | <b>Transaction</b>            | <b>Running Balance</b> |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017                  | Vendor: Eli Engbrecht                                     | Expenditure For Invoice=JHBBB1192017; Type=Direct;<br>Vendor=Eli Engbrecht                           | \$120.00                      | \$0.00                        | (\$960.00)             |
| 1/19/2017          | 00013034                  | AP Voucher:<br>ACT01192017                  | Vendor: Tim Swenson                                       | Expenditure For Invoice=JHBBB1192017; Type=Direct;<br>Vendor=Tim Swenson                             | \$145.00                      | \$0.00                        | (\$815.00)             |
| 1/24/2017          | 00013049                  | AP Voucher:<br>ACT1242017                   | Vendor: CCS Clearing<br>Account                           | Expenditure For Invoice=ACT1/5-1/7-1/10-1/3;<br>Type=Direct; Vendor=CCS Clearing Account             | \$400.00                      | \$0.00                        | (\$415.00)             |
|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
| <b>Fund</b><br>09  | <b>Account</b><br>09-9100 | <b>Account Name</b><br>Cheerleaders         | <b>Beginning Balance</b><br>(\$3,963.72)                  | <b>Activity DR</b><br>\$1,415.50                                                                     | <b>Activity CR</b><br>\$0.00  | <b>Ending</b><br>(\$5,379.22) |                        |
| <b>Transaction</b> | <b>Transactio</b>         | <b>Source Document</b>                      | <b>Source Entity</b>                                      | <b>Comment</b>                                                                                       | <b>Transaction</b>            | <b>Transaction</b>            | <b>Running Balance</b> |
| 1/17/2017          | 00013016                  | AP Voucher:<br>ACT01172017                  | Vendor: Java Joes<br>Fundraising                          | Expenditure For Invoice=04867; Type=Direct;<br>Vendor=Java Joes Fundraising                          | \$1,415.50                    | \$0.00                        | (\$2,548.22)           |
|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
| <b>Fund</b><br>09  | <b>Account</b><br>09-9103 | <b>Account Name</b><br>Thespians            | <b>Beginning Balance</b><br>(\$1,880.23)                  | <b>Activity DR</b><br>\$1,050.55                                                                     | <b>Activity CR</b><br>\$0.00  | <b>Ending</b><br>(\$2,930.78) |                        |
| <b>Transaction</b> | <b>Transactio</b>         | <b>Source Document</b>                      | <b>Source Entity</b>                                      | <b>Comment</b>                                                                                       | <b>Transaction</b>            | <b>Transaction</b>            | <b>Running Balance</b> |
| 1/10/2017          | 00012886                  | AP Voucher:<br>12162016BBills               | Vendor: Ben Stewart-<br>SpeechWire Tournament<br>Services | Expenditure For Invoice=3187; Type=Direct; Vendor=Ben<br>Stewart-SpeechWire Tournament Services      | \$50.00                       | \$0.00                        | (\$1,830.23)           |
| 1/10/2017          | 00012886                  | AP Voucher:<br>12162016BBills               | Vendor: Awards Unlimited,<br>Inc                          | Expenditure For Invoice=414452/414453; Type=Direct;<br>Vendor=Awards Unlimited, Inc                  | \$266.55                      | \$0.00                        | (\$1,563.68)           |
| 1/17/2017          | 00013016                  | AP Voucher:<br>ACT01172017                  | Vendor: Ben Stewart-<br>SpeechWire Tournament<br>Services | Expenditure For Invoice=3903; Type=Direct; Vendor=Ben<br>Stewart-SpeechWire Tournament Services      | \$50.00                       | \$0.00                        | (\$1,513.68)           |
| 1/24/2017          | 00013049                  | AP Voucher:<br>ACT1242017                   | Vendor: CCS Clearing<br>Account                           | Expenditure For Invoice=ACT1/5-1/7-1/10-1/3;<br>Type=Direct; Vendor=CCS Clearing Account             | \$420.00                      | \$0.00                        | (\$1,093.68)           |
| 1/27/2017          | 00013053                  | AP Voucher:<br>ACT1272017                   | Vendor: Wallace High<br>School                            | Expenditure For Invoice=SPEECH11417; Type=Direct;<br>Vendor=Wallace High School                      | \$141.00                      | \$0.00                        | (\$952.68)             |
| 1/27/2017          | 00013055                  | AP Voucher:<br>SPEECH1282017                | Vendor: Perkins County<br>High School                     | Expenditure For Invoice=SPEECH1282017; Type=Direct;<br>Vendor=Perkins County                         | \$123.00                      | \$0.00                        | (\$829.68)             |
|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
| <b>Fund</b><br>09  | <b>Account</b><br>09-9104 | <b>Account Name</b><br>Student Council      | <b>Beginning Balance</b><br>(\$3,193.08)                  | <b>Activity DR</b><br>\$486.50                                                                       | <b>Activity CR</b><br>\$0.00  | <b>Ending</b><br>(\$3,679.58) |                        |
| <b>Transaction</b> | <b>Transactio</b>         | <b>Source Document</b>                      | <b>Source Entity</b>                                      | <b>Comment</b>                                                                                       | <b>Transaction</b>            | <b>Transaction</b>            | <b>Running Balance</b> |
| 1/24/2017          | 00013049                  | AP Voucher:<br>ACT1242017                   | Vendor: Pepsi-Cola                                        | Expenditure For Invoice=68356157; Type=Direct;<br>Vendor=Pensi-Cola                                  | \$486.50                      | \$0.00                        | (\$2,706.58)           |
|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
| <b>Fund</b><br>09  | <b>Account</b><br>09-9108 | <b>Account Name</b><br>Electric Car Project | <b>Beginning Balance</b><br>(\$67.70)                     | <b>Activity DR</b><br>\$141.70                                                                       | <b>Activity CR</b><br>\$60.00 | <b>Ending</b><br>(\$149.40)   |                        |
| <b>Transaction</b> | <b>Transactio</b>         | <b>Source Document</b>                      | <b>Source Entity</b>                                      | <b>Comment</b>                                                                                       | <b>Transaction</b>            | <b>Transaction</b>            | <b>Running Balance</b> |
| 1/24/2017          | 00013049                  | AP Voucher:<br>ACT1242017                   | Vendor: Platinum T-Shirt<br>and Embroidery                | Expenditure For Invoice=2843/2841/2789; Type=Direct;<br>Vendor=Platinum T-Shirt and Embroidery       | \$141.70                      | \$0.00                        | \$74.00                |
| 1/24/2017          | 00013043                  | AP Voucher:<br>01202017BBills               | Vendor: Nebraska<br>Academy of Sciences                   | Expenditure For Invoice=2017ScienceOlympiad2017;<br>Type=Direct; Vendor=Nebraska Academy of Sciences | \$0.00                        | \$60.00                       | \$14.00                |
|                    |                           |                                             |                                                           |                                                                                                      |                               |                               |                        |
| <b>Fund</b>        | <b>Account</b>            | <b>Account Name</b>                         | <b>Beginning Balance</b>                                  | <b>Activity DR</b>                                                                                   | <b>Activity CR</b>            | <b>Ending</b>                 |                        |

| 09                | 09-9200                   | FBLA                                   | (\$3,260.56)                              | \$100.00                                                                                                       | \$0.00                            | (\$3,360.56)                   |                 |
|-------------------|---------------------------|----------------------------------------|-------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------|--------------------------------|-----------------|
| Transaction       | Transactio                | Source Document                        | Source Entity                             | Comment                                                                                                        | Transaction                       | Transaction                    | Running Balance |
| 1/24/2017         | 00013049                  | AP Voucher:<br>ACT1242017              | Vendor: Nebraska FBLA<br>Foundation Trust | Expenditure For Invoice=FoundationContForm;<br>Type=Regular; Vendor=Nebraska FBLA Foundation Trust;<br>PO=7198 | \$100.00                          | \$0.00                         | (\$3,160.56)    |
|                   |                           |                                        |                                           |                                                                                                                |                                   |                                |                 |
| <b>Fund</b><br>09 | <b>Account</b><br>09-9205 | <b>Account Name</b><br>FCCLA           | <b>Beginning Balance</b><br>(\$6,287.72)  | <b>Activity DR</b><br>\$70.00                                                                                  | <b>Activity CR</b><br>\$0.00      | <b>Ending</b><br>(\$6,357.72)  |                 |
| Transaction       | Transactio                | Source Document                        | Source Entity                             | Comment                                                                                                        | Transaction                       | Transaction                    | Running Balance |
| 1/17/2017         | 00013016                  | AP Voucher:<br>ACT01172017             | Vendor: District 11 FCCLA                 | Expenditure For Invoice=01182017; Type=Regular;<br>Vendor=District 11 FCCLA; PO=7182                           | \$70.00                           | \$0.00                         | (\$6,217.72)    |
|                   |                           |                                        |                                           |                                                                                                                |                                   |                                |                 |
| <b>Fund</b><br>09 | <b>Account</b><br>09-9210 | <b>Account Name</b><br>FFA             | <b>Beginning Balance</b><br>(\$39,046.33) | <b>Activity DR</b><br>\$17,424.76                                                                              | <b>Activity CR</b><br>\$0.00      | <b>Ending</b><br>(\$56,471.09) |                 |
| Transaction       | Transactio                | Source Document                        | Source Entity                             | Comment                                                                                                        | Transaction                       | Transaction                    | Running Balance |
| 1/17/2017         | 00013016                  | AP Voucher:<br>ACT01172017             | Vendor: Hills Family Foods                | Expenditure For Invoice=243042FFA; Type=Regular;<br>Vendor=Hills Family Foods; PO=7172                         | \$3,935.55                        | \$0.00                         | (\$35,110.78)   |
| 1/24/2017         | 00013049                  | AP Voucher:<br>ACT1242017              | Vendor: NCTA Food<br>Service Dent         | Expenditure For Invoice=811; Type=Regular;<br>Vendor=NCTA Food Service Dent; PO=7174                           | \$221.00                          | \$0.00                         | (\$34,889.78)   |
| 1/24/2017         | 00013049                  | AP Voucher:<br>ACT1242017              | Vendor: Midwest Cheese<br>Distributing    | Expenditure For Invoice=93457/93458; Type=Direct;<br>Vendor=Midwest Cheese Distributing                        | \$776.45                          | \$0.00                         | (\$34,113.33)   |
| 1/24/2017         | 00013049                  | AP Voucher:<br>ACT1242017              | Vendor: 4 Seasons Fund<br>Raising         | Expenditure For Invoice=01824; Type=Direct; Vendor=4<br>Seasons Fund Raising                                   | \$12,276.50                       | \$0.00                         | (\$21,836.83)   |
| 1/24/2017         | 00013049                  | AP Voucher:<br>ACT1242017              | Vendor: Paper Mart                        | Expenditure For Invoice=7605353; Type=Direct;<br>Vendor=Paper Mart                                             | \$215.26                          | \$0.00                         | (\$21,621.57)   |
|                   |                           |                                        |                                           |                                                                                                                |                                   |                                |                 |
| <b>Fund</b><br>09 | <b>Account</b><br>09-931  | <b>Account Name</b><br>Payable Account | <b>Beginning Balance</b><br>\$923.08      | <b>Activity DR</b><br>\$33,749.67                                                                              | <b>Activity CR</b><br>\$33,689.67 | <b>Ending</b><br>\$863.08      |                 |
| Transaction       | Transactio                | Source Document                        | Source Entity                             | Comment                                                                                                        | Transaction                       | Transaction                    | Running Balance |
| 1/3/2017          | 00012946                  | AP Voucher:                            |                                           | AP Liability For Approve Voucher = ACT01032017                                                                 | \$0.00                            | \$645.00                       | \$278.08        |
| 1/3/2017          | 00012947                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = 7562 On<br>Voucher = ACT01032017 For Invoice = 01032017JVBBB          | \$40.00                           | \$0.00                         | \$318.08        |
| 1/3/2017          | 00012948                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017VBBB         | \$131.67                          | \$0.00                         | \$449.75        |
| 1/3/2017          | 00012949                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017VGGBB        | \$131.67                          | \$0.00                         | \$581.42        |
| 1/3/2017          | 00012950                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017JVBBB        | \$40.00                           | \$0.00                         | \$621.42        |
| 1/3/2017          | 00012951                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017JVGBB        | \$50.00                           | \$0.00                         | \$671.42        |
| 1/3/2017          | 00012952                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017VBGBB        | \$131.66                          | \$0.00                         | \$803.08        |
| 1/3/2017          | 00012953                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017JVGBB        | \$40.00                           | \$0.00                         | \$843.08        |
| 1/3/2017          | 00012954                  | AP Voucher:<br>ACT01032017             |                                           | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017JVGBB        | \$40.00                           | \$0.00                         | \$883.08        |

|           |          |                               |  |                                                                                                         |             |             |               |
|-----------|----------|-------------------------------|--|---------------------------------------------------------------------------------------------------------|-------------|-------------|---------------|
| 1/3/2017  | 00012955 | AP Voucher:<br>ACT01032017    |  | AP Liability For Void Warrant; Warrant = (Null) On<br>Voucher = ACT01032017 For Invoice = 01032017JVBBB | \$40.00     | \$0.00      | \$923.08      |
| 1/10/2017 | 00012886 | AP Voucher:<br>12162016BBills |  | AP Liability For Approve Voucher = 12162016BBills                                                       | \$0.00      | \$1,472.65  | (\$549.57)    |
| 1/10/2017 | 00012893 | AP Voucher:<br>12162016BBills |  | Disbursement for Voucher: 12162016BBills ;<br>Fund=09                                                   | \$1,472.65  | \$0.00      | \$923.08      |
| 1/12/2017 | 00013006 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT10122017                                                          | \$0.00      | \$825.00    | \$98.08       |
| 1/12/2017 | 00013007 | AP Voucher:<br>ACT10122017    |  | Disbursement for Voucher: ACT10122017; Fund=09                                                          | \$825.00    | \$0.00      | \$923.08      |
| 1/13/2017 | 00013008 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT01122017                                                          | \$0.00      | \$1,165.00  | (\$241.92)    |
| 1/13/2017 | 00013019 | AP Voucher:<br>ACT01122017    |  | Disbursement for Voucher: ACT01122017; Fund=09                                                          | \$1,165.00  | \$0.00      | \$923.08      |
| 1/17/2017 | 00013016 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT01172017                                                          | \$0.00      | \$5,874.85  | (\$4,951.77)  |
| 1/17/2017 | 00013018 | AP Voucher:<br>ACT01172017    |  | Disbursement for Voucher: ACT01172017; Fund=09                                                          | \$5,874.85  | \$0.00      | \$923.08      |
| 1/19/2017 | 00013034 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT01192017                                                          | \$0.00      | \$3,288.00  | (\$2,364.92)  |
| 1/19/2017 | 00013035 | AP Voucher:<br>ACT01192017    |  | Disbursement for Voucher: ACT01192017; Fund=09                                                          | \$3,288.00  | \$0.00      | \$923.08      |
| 1/20/2017 | 00013038 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT01202017                                                          | \$0.00      | \$120.00    | \$803.08      |
| 1/20/2017 | 00013039 | AP Voucher:<br>ACT01202017    |  | Disbursement for Voucher: ACT01202017; Fund=09                                                          | \$120.00    | \$0.00      | \$923.08      |
| 1/23/2017 | 00013040 | AP Voucher:<br>ACT01192017    |  | AP Liability For Void Warrant; Warrant = 7619 On<br>Voucher = ACT01192017 For Invoice = SPVABB1202017   | \$120.00    | \$0.00      | \$1,043.08    |
| 1/23/2017 | 00013041 | AP Voucher:<br>ACT01192017    |  | Disbursement for Voucher: ACT01192017; Fund=09                                                          | \$0.00      | \$120.00    | \$923.08      |
| 1/24/2017 | 00013049 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT1242017                                                           | \$0.00      | \$18,785.17 | (\$17,862.09) |
| 1/24/2017 | 00013051 | AP Voucher:                   |  | Disbursement for Voucher: ACT1242017; Fund=09                                                           | \$18,785.17 | \$0.00      | \$923.08      |
| 1/24/2017 | 00013043 | AP Voucher:<br>01202017BBills |  | AP Liability For Void Voucher; Voucher = 01202017BBills                                                 | \$60.00     | \$0.00      | \$983.08      |
| 1/27/2017 | 00013053 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT1272017                                                           | \$0.00      | \$1,151.00  | (\$167.92)    |
| 1/27/2017 | 00013054 | AP Voucher:                   |  | Disbursement for Voucher: ACT1272017; Fund=09                                                           | \$1,151.00  | \$0.00      | \$983.08      |
| 1/27/2017 | 00013055 | AP Voucher:<br>SPEECH1282017  |  | AP Liability For Approve Voucher = SPEECH1282017                                                        | \$0.00      | \$123.00    | \$860.08      |
| 1/27/2017 | 00013056 | AP Voucher:<br>SPEECH1282017  |  | Disbursement for Voucher: SPEECH1282017; Fund=09                                                        | \$123.00    | \$0.00      | \$983.08      |
| 1/30/2017 | 00013057 | AP Voucher:                   |  | AP Liability For Approve Voucher = ACT1302017                                                           | \$0.00      | \$120.00    | \$863.08      |
| 1/30/2017 | 00013058 | AP Voucher:                   |  | Disbursement for Voucher: ACT1302017; Fund=09                                                           | \$120.00    | \$0.00      | \$983.08      |
|           |          |                               |  |                                                                                                         |             |             |               |

| Fund | Account | Account Name | Beginning Balance | Activity DR | Activity CR | Ending       |
|------|---------|--------------|-------------------|-------------|-------------|--------------|
| 09   | 09-9410 | Milk Vending | (\$1,956.41)      | \$264.97    | \$0.00      | (\$2,221.38) |

| Transaction | Transactio | Source Document           | Source Entity        | Comment                                                                                        | Transaction | Transaction | Running Balance |
|-------------|------------|---------------------------|----------------------|------------------------------------------------------------------------------------------------|-------------|-------------|-----------------|
| 1/24/2017   | 00013049   | AP Voucher:<br>ACT1242017 | Vendor: Hiland Dairy | Expenditure For<br>Invoice=18117681811812/1811857/1811900;<br>Type=Direct; Vendor=Hiland Dairy | \$264.97    | \$0.00      | (\$1,691.44)    |
|             |            |                           |                      |                                                                                                |             |             |                 |

| Fund | Account  | Account Name          | Beginning Balance | Activity DR | Activity CR | Ending       |
|------|----------|-----------------------|-------------------|-------------|-------------|--------------|
| 09   | 09-9410- | Milk Vending Supplies | (\$1,596.03)      | \$88.68     | \$0.00      | (\$1,507.35) |

| Transaction | Transactio | Source Document           | Source Entity        | Comment                                                                        | Transaction | Transaction | Running Balance |
|-------------|------------|---------------------------|----------------------|--------------------------------------------------------------------------------|-------------|-------------|-----------------|
| 1/24/2017   | 00013049   | AP Voucher:<br>ACT1242017 | Vendor: Hiland Dairy | Expenditure For Invoice=1811505; Type=Regular;<br>Vendor=Hiland Dairy; PO=7161 | \$55.34     | \$0.00      | (\$1,540.69)    |
| 1/24/2017   | 00013049   | AP Voucher:<br>ACT1242017 | Vendor: Hiland Dairy | Expenditure For Invoice=1811545; Type=Regular;<br>Vendor=Hiland Dairy; PO=7164 | \$33.34     | \$0.00      | (\$1,507.35)    |

| Invoice(s)                                | Submit Date | Payment Vendor                           | Comment                                                                              | Invoice     |
|-------------------------------------------|-------------|------------------------------------------|--------------------------------------------------------------------------------------|-------------|
| 01-25-2017                                | 02/10/2017  | US Bank                                  |                                                                                      | \$4,007.75  |
| 01202017                                  | 02/06/2017  | Frenchman Valley Co-op                   | Fuel for pupil transportation 12/20-1/20                                             | \$4,007.13  |
| 570913                                    | 02/06/2017  | Frenchman Valley Co-op                   | tire disposal                                                                        | \$288.72    |
| 02152017                                  | 02/06/2017  | City Of Imperial                         | electric/water/sewer 12/19-1/18                                                      | \$12,305.90 |
| LARM#10131                                | 02/06/2017  | City Of Imperial                         | 1/2 of pool insurance for 16/17                                                      | \$606.33    |
| 022017                                    | 02/10/2017  | Hometown Leasing                         | copier lease payment for Feb 2017                                                    | \$962.11    |
| PEV02062017                               | 02/07/2017  |                                          | Reimbursement for fuel for JH Honor Choir                                            | \$31.98     |
| PEV020217                                 | 02/07/2017  |                                          | Reimbursement for SPVA clinic music                                                  | \$61.09     |
| 01312017                                  | 02/07/2017  | Affiliated Benefits                      | FSA/HRA Administration fees                                                          | \$394.00    |
| 01122017                                  | 02/07/2017  | A T & T                                  | long distance billing 12/13-1/12                                                     | \$146.34    |
| 1236                                      | 02/07/2017  | Anderson Fencing & Seamless Gutters, LLC | snow removal 11/18-1/5/17                                                            | \$550.00    |
| 01102017                                  | 02/07/2017  | Black Hills Energy                       | Chase County Community Facility (pool) gas services 12/06-1/09/17                    | \$486.69    |
| 2083364-2-2                               | 02/07/2017  | Brown & Saenger                          | miscellaneous classroom materials from 07/28/16 order                                | \$130.38    |
| PEV01232017                               | 02/07/2017  |                                          | reimbursement for mailing records, elementary glue sticks for middle school          | \$56.84     |
| 120847/121090/121091/121135/1215990110966 | 02/07/2017  | Carquest Auto Parts                      | bus/vehicles parts                                                                   | \$162.16    |
| SERVINV024613-2                           | 02/07/2017  | Chase County Hospital                    | treatment for employee work related injury                                           | \$129.00    |
| PEV01242017                               | 02/07/2017  | Conference Tech, Inc (CTI)               | freight fee on prior invoice                                                         | \$13.13     |
| 0013144                                   | 02/07/2017  |                                          | tracfone reimbursement                                                               | \$42.99     |
| 6043363/70270210                          | 02/07/2017  | DataShield                               | shredding service January                                                            | \$61.00     |
| 689029                                    | 02/07/2017  | Demco, Inc.                              | prelaminated dots,paper spine labels                                                 | \$131.17    |
| 257846                                    | 02/07/2017  | Econolight                               | property/maintenance supplies                                                        | \$281.59    |
| SPED4of8                                  | 02/10/2017  | Egan Supply Co.                          | vac bag spectrum prosense                                                            | \$108.20    |
| 3862                                      | 02/07/2017  | ESU #15                                  | Sped 4 of * billing for Nov-Dec services, pre-K Sped, alternative Ed & PLC workshops | \$37,839.00 |
| NEMCC72420                                | 02/07/2017  | ESU #16                                  | Audiology, Deaf/Hard of hearing consultants/Program Supervision                      | \$224.24    |
| V015070000027/V0150700000019              | 02/07/2017  | Fastenal                                 | Vacuum cleaner shop vac 10 gallon                                                    | \$141.36    |
| 2055287                                   | 02/07/2017  | Flaghouse                                | Adult Swing w/Pommel//Indoor Swing Frame                                             | \$796.76    |
| 01102017                                  | 02/07/2017  | Flinn Scientific Inc                     | Science materials                                                                    | \$274.15    |
| 9235877shipping                           | 02/08/2017  | Glenda Bierfreund                        | 1/10/17 Vision resource/mileage services                                             | \$344.65    |
| 02012017                                  | 02/10/2017  | Gopher Performance                       | SHipping was left off original invoice                                               | \$5.00      |
| 89063                                     | 02/08/2017  | Great Plains Communication               | telephone charges from 2/01-2/28                                                     | \$728.13    |
| XT00123406/MN00092633                     | 02/08/2017  | Harchelroad Motors - Imperial            | wheel alignment, maintenance on vehicle                                              | \$221.20    |
| 39124/39127/39161/39264/39757             | 02/08/2017  | Harris Computer Solutions                | Apta upgrade from 3.0 to 4.1/AE additional maintenance                               | \$4,057.50  |
| 602365983                                 | 02/08/2017  | Hershberger Piano & Organ                | instrument repair from 12/06,12/07,12/09,12/10,12/16,01/24                           | \$314.76    |
| 62644681/62644022/626445712               | 02/08/2017  | Hillyard - Denver                        | Super Shine all Cleaner (8 gallon)                                                   | \$250.36    |
| 175968                                    | 02/08/2017  | Holiday Inn Of Kearney                   | hotel room for robotics tourney 1/13                                                 | \$445.38    |
| 177003A                                   | 02/08/2017  | Decker Equipment                         | hotel room for robotics tourney 1/13                                                 | \$445.38    |
| 0606190/S0609128/0612255                  | 02/08/2017  | Decker Equipment                         | Cafeteria Tables (2)                                                                 | \$2,926.23  |
| 553339                                    | 02/08/2017  | Decker Equipment                         | 7/8 in Q-Ball Metal Star-grey                                                        | \$52.85     |
| 17036                                     | 02/08/2017  | Ideal Linen Supply Inc                   | mats                                                                                 | \$103.88    |
| 629187/629783                             | 02/08/2017  | Imperial Auto Renewal                    | van repair                                                                           | \$410.83    |
| 118101                                    | 02/08/2017  | Brico Pest Control                       | regular monthly service                                                              | \$44.00     |
| 137037                                    | 02/08/2017  | Imperial NAPA                            | vehicle parts                                                                        | \$538.12    |
| 29833                                     | 02/08/2017  | Laminator.com                            | 1.5 mil- 27X500 Clear School Laminating fim                                          | \$241.41    |
| PEV1052017                                | 02/08/2017  | Lou Kraus Music                          | repairs to instrument                                                                | \$40.00     |
| PEV2092017                                | 02/08/2017  | Menards                                  | maintenance supplies                                                                 | \$182.60    |
| 48602/48603/48605                         | 02/09/2017  |                                          | reimbursement for Bus endorsement                                                    | \$7.50      |
| 30                                        | 02/09/2017  |                                          | reimbursement for CDL physical, meals,driver's license renewal                       | \$52.55     |
|                                           | 02/09/2017  | New Victorian Inn                        | hotel rooms for Robotics                                                             | \$164.97    |
|                                           | 02/09/2017  | Imperial Republican                      | Legal Ad, proceedings ad                                                             | \$374.85    |

|                                        |            |                                   |                                                                                                                                                                            |                      |
|----------------------------------------|------------|-----------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| 57-4126BUS                             | 02/10/2017 | Nebraska Safety Center            | Level 1 Pupil Transportation course 1/6-1/7                                                                                                                                | \$150.00             |
| 1226-0125Statment                      | 02/09/2017 | Owens True Value                  | property maintenance supplies/transportation supplies/instructional materials                                                                                              | \$470.95             |
| 93429                                  | 02/09/2017 | Perkins Co. Health Services       | CDL physical for bus driver 1/04/17                                                                                                                                        | \$93.00              |
| 1FEB17                                 | 02/09/2017 | Christina L. Andress              | January mileage for preschool student                                                                                                                                      | \$221.40             |
| 1FEB17                                 | 02/09/2017 | Rainbow Promise Preschool         | January tuition for preschool student                                                                                                                                      | \$75.00              |
| INV014158                              | 02/09/2017 | Rasmussen Mechanical Services     | transportation repairs                                                                                                                                                     | \$176.76             |
| 9054414                                | 02/10/2017 | Rosetta Stone LTD.                | Rosetta Stone Foundations (Silver)                                                                                                                                         | \$825.00             |
| 734366                                 | 02/09/2017 | Sapp Bros                         | Def for buses                                                                                                                                                              | \$149.60             |
| 0613691                                | 02/09/2017 | School Nurse Supply               | premium baby whips/penlight                                                                                                                                                | \$356.40             |
| 12312017                               | 02/09/2017 | St. Joseph Institute For The Deaf | I hear Teletherapy services                                                                                                                                                | \$660.00             |
| 208116385141/208116367242/208116007927 | 02/09/2017 | School Specialty Supply Inc       | education materials ordered prior yr that weren't reconciled                                                                                                               | \$824.55             |
|                                        | 02/09/2017 | SOCS-FES                          | Soc web hosting services 2/1/17-1/31/18, mobile app maintenance fee                                                                                                        | \$2,000.00           |
| 17251                                  | 02/09/2017 | Southwest Nebraska Solid Waste    | solid waste disposal fee                                                                                                                                                   | \$11.90              |
| 388659930                              | 02/09/2017 | SupplyWorks                       | scrubber/roller brush, clipper duo for new addition                                                                                                                        | \$11,770.00          |
| 387775471/389721                       | 02/09/2017 | SupplyWorks                       | rubber blade kit,upright vacuum                                                                                                                                            | \$473.77             |
| 390881/390879/390873/880/878/874       | 02/09/2017 | Stelling Brass                    | Instrument repairs                                                                                                                                                         | \$546.00             |
| 1848624/1849887/1851366/1854364        | 02/09/2017 | Thompson Company-Maint            | cleaning supplies                                                                                                                                                          | \$2,182.25           |
| 9073648-1                              | 02/09/2017 | Woodworkers Supply, Inc.          | instructional supplies                                                                                                                                                     | \$98.39              |
| 9779584951/97756                       | 02/09/2017 | Verizon Wireless                  | phone bill jan 02-Feb 01/ dec 21-Jan 20                                                                                                                                    | \$506.54             |
| 50839                                  | 02/09/2017 | Artistic Woodworking              | Labor to drill oak blocks                                                                                                                                                  | \$105.00             |
| 41730                                  | 02/09/2017 | Heuer Publishing LLC              | drama games/improv materials                                                                                                                                               | \$130.45             |
| BOND2017                               | 02/09/2017 | McNair Agency Inc                 | Chase County School Board Treasurer Bond (1 yr)                                                                                                                            | \$100.00             |
| 287                                    | 02/09/2017 | S & S Lock and Key                | 11 Leviton switch keys, 3 keys to Wellington, 5 keys GM                                                                                                                    | \$112.29             |
| 2017DUES                               | 02/10/2017 | Imperial Chamber                  | 2017 Dues/meals                                                                                                                                                            | \$288.00             |
| PSI24862                               | 02/10/2017 | Computer Information Concepts     | Infinite campus base application/hosting service/software support/messenger software/food service/CIC data Health check, CIC ongoing plan/12 mo. learning lab subscription | \$11,920.00          |
| PettyCash21017                         | 02/10/2017 | Petty Cash                        | replenish petty cash                                                                                                                                                       | \$106.86             |
| SI1306636                              | 02/10/2017 | West Music                        | drum mallet cuff, drum mallet sets                                                                                                                                         | \$130.95             |
| 7175692                                | 02/10/2017 | Eakes Office Solutions            | staples for copiers                                                                                                                                                        | \$240.00             |
| 111625                                 | 02/10/2017 | Midwest Restaurant                | open front milk cooler/freight                                                                                                                                             | \$2,254.99           |
| 0156895                                | 02/10/2017 | Nebraska Central Equipment        | motor 7 series,control, bracket ,support,drive shaft guard ,freight                                                                                                        | \$287.72             |
| 0156863                                | 02/10/2017 | Nebraska Central Equipment        | hub cover                                                                                                                                                                  | \$194.09             |
| 0156862                                | 02/10/2017 | Nebraska Central Equipment        | driver side window sold below retail                                                                                                                                       | \$431.09             |
| 0156843                                | 02/10/2017 | Nebraska Central Equipment        | cap, reservoir, brake, pump actuator, wheel cover, element fuel/water separator, freight                                                                                   | \$206.95             |
| 5499/8207/9206/5796/3639               | 02/10/2017 | Superfoods                        | produce,dairy, meat, eggs,groc,nonfood items, distilled water                                                                                                              | \$366.78             |
| 02012017                               | 02/10/2017 | Troxell's Heating and Appliance   | remaining balance due on prior invoice-labor on cooler                                                                                                                     | \$141.40             |
| PEV02102017                            | 02/10/2017 | Bradley D. Dinnel                 | meal reimbursement, CDL, bus permit, Learner's Permit for BUS CDI                                                                                                          | \$41.33              |
|                                        |            |                                   | February General Fund Bills                                                                                                                                                | \$114,396.19         |
|                                        |            |                                   | February General Payroll                                                                                                                                                   | \$483,510.46         |
|                                        |            |                                   | <b>Total General Fund Expenditures</b>                                                                                                                                     | <b>\$597,906.65</b>  |
| Twin Rivers                            |            |                                   | Soil Testing                                                                                                                                                               | \$ 17,618.75         |
| Ameritas                               |            |                                   | Closing Costs                                                                                                                                                              | \$ 45,000.00         |
| Reichert                               |            |                                   | Progress Payment                                                                                                                                                           | \$ 115,040.99        |
| Reichert                               |            |                                   | Progress Payment                                                                                                                                                           | \$ 669,993.98        |
| Baker & Associates                     |            |                                   | Construction Admn                                                                                                                                                          | \$15,102.50          |
| NMC                                    |            |                                   | Lighting Rental                                                                                                                                                            | \$ 1,466.18          |
|                                        |            |                                   | <b>New Bond/Bldg Fund</b>                                                                                                                                                  | <b>\$ 894,222.40</b> |

|                  |                                   |                     |
|------------------|-----------------------------------|---------------------|
| Troxell's        | Hotwater heater                   | \$ 7,773.50         |
| Supplyworks      | Scrubber                          | \$ 11,770.00        |
|                  | <b>February Depreciation Fund</b> | <b>\$ 19,543.50</b> |
|                  |                                   |                     |
| Engineering Intl | New Bus Barn                      | \$ 5,438.00         |
| Twin Rivers      | Asbestos Mgmt                     | \$ 3,409.80         |
|                  | <b>February Special Bldg Fund</b> | <b>\$ 8,847.80</b>  |

[Cycle Name]: "FY16-17"; Created On: 2/10/2017 5:02:18 PM

| Item No.     | Item Description                                                                                                                                                                  | Item Total        |
|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| 1            | April Avenue-Liess-5th/6th grade music                                                                                                                                            | \$97.51           |
| 2            | XSTAMPERONLINE.COM-For Deposit only stamp                                                                                                                                         | \$28.70           |
| 3            | J W Pepper and Son-Hayes-MS Choir                                                                                                                                                 | \$94.49           |
| 4            | Physical Education Equ-Liess-Lummi Sticks-Elementary                                                                                                                              | \$104.97          |
| 6            | STI INC-GPS                                                                                                                                                                       | \$25.00           |
| 7            | Menards-Yankton-Lefdal-Supplies for charge stations                                                                                                                               | \$48.34           |
| 8            | J W Pepper-Hayes-MS Choir                                                                                                                                                         | \$223.85          |
| 9            | Amazon-Central Supply-11 X 17 paper                                                                                                                                               | \$62.82           |
| 10           | Amazon-Calculator ribbon                                                                                                                                                          | \$6.46            |
| 11           | Amazon-Zuege-Am Hist II-"Grapes of Wrath", "The Truth According to Us: A Novel", "Hard Times: An Oral History of the Great Depression", "STL Book Esperanza Rising Middle School" | \$225.38          |
| 12           | Amazon-Gerhartz-Projector Lamp Bulbs X 2 - Spady & spare                                                                                                                          | \$140.14          |
| 13           | Amazon-Gerhartz-parts for hallway TVs                                                                                                                                             | \$59.98           |
| 14           | SheetMusicPlus.com-Strand-7th & 8th grade SPVA clinic                                                                                                                             | \$112.05          |
| 15           | VEX Robotics-Power expander X2, 200 screws-Wilson-STEM                                                                                                                            | \$126.38          |
| 16           | APL ITUNES-Angie Dickey-Writing Wizard-Kids learn to Write letters, alphabet & words App                                                                                          | \$9.98            |
| 17           | Activity expenses                                                                                                                                                                 | \$2,641.70        |
| <b>Total</b> |                                                                                                                                                                                   | <b>\$4,007.75</b> |

## Chase County Schools

### Account Balance Report

Cycle: FY16-17; Begin Date: 09/01/2016; End Date: 02/14/2017; Primary Sort Element: Fund; Secondary Sort Element: Function; Account List: ([Fund] In ('01','10')) AND ([Function] Between '1000' AND '8000') AND ([Object] Between '000' AND '755') ; Created On: 2/14/2017 11:04:30 AM

| Primary Sort     | Secondary Sort Element |               |                |               |               |               |               |               |
|------------------|------------------------|---------------|----------------|---------------|---------------|---------------|---------------|---------------|
| 01               | Function:1000 - ALL    |               |                |               |               |               |               |               |
| Account Code     | Description            | Adopted       | Current Budget | Actuals       | YTD Actuals   | Encumbrance   | Projected     | YTD Available |
| 01-1000-000-000  | ALL INSTRUCTION        | \$0.00        | \$0.00         | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$0.00        |
| <b>Sub Total</b> |                        | <b>\$0.00</b> | <b>\$0.00</b>  | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> |
|                  |                        |               |                |               |               |               |               |               |

| Primary Sort    | Secondary Sort Element                         |              |                |              |              |             |              |               |
|-----------------|------------------------------------------------|--------------|----------------|--------------|--------------|-------------|--------------|---------------|
| 01              | Function:1100 - REGULAR INSTRUCTIONAL PROGRAMS |              |                |              |              |             |              |               |
| Account Code    | Description                                    | Adopted      | Current Budget | Actuals      | YTD Actuals  | Encumbrance | Projected    | YTD Available |
| 01-1100-000-000 | REGULAR INSTRUCTIONAL                          | \$0.00       | \$0.00         | \$0.00       | \$0.00       | \$338.88    | \$338.88     | (\$338.88)    |
| 01-1100-110-000 | Salaries-teachers                              | \$69,000.00  | \$69,000.00    | \$74,070.04  | \$74,070.04  | \$0.00      | \$74,070.04  | (\$5,070.04)  |
| 01-1100-110-100 | Salaries - Elementary                          | \$732,008.00 | \$732,008.00   | \$353,109.26 | \$353,109.26 | \$0.00      | \$353,109.26 | \$378,898.74  |
| 01-1100-110-200 | Salaries - High School                         | \$987,425.00 | \$987,425.00   | \$445,693.47 | \$445,693.47 | \$0.00      | \$445,693.47 | \$541,731.53  |
| 01-1100-110-300 | Salaries - Middle School                       | \$431,080.00 | \$431,080.00   | \$216,207.18 | \$216,207.18 | \$0.00      | \$216,207.18 | \$214,872.82  |
| 01-1100-111-000 | Salaries-ESU Stipends                          | \$5,500.00   | \$5,500.00     | \$3,350.00   | \$3,350.00   | \$0.00      | \$3,350.00   | \$2,150.00    |
| 01-1100-112-000 | Schedule B                                     | \$0.00       | \$0.00         | \$85,493.83  | \$85,493.83  | \$0.00      | \$85,493.83  | (\$85,493.83) |
| 01-1100-112-100 | Schedule B - Elementary                        | \$5,185.00   | \$5,185.00     | \$0.00       | \$0.00       | \$0.00      | \$0.00       | \$5,185.00    |
| 01-1100-112-200 | Schedule B - High School                       | \$137,370.00 | \$137,370.00   | \$5,585.25   | \$5,585.25   | \$0.00      | \$5,585.25   | \$131,784.75  |
| 01-1100-120-000 | Sal-sub                                        | \$75,000.00  | \$75,000.00    | \$2,038.50   | \$2,038.50   | \$0.00      | \$2,038.50   | \$72,961.50   |
| 01-1100-120-100 | Salaries - Subs - Elementary                   | \$50,000.00  | \$25,000.00    | \$8,055.99   | \$8,055.99   | \$0.00      | \$8,055.99   | \$16,944.01   |
| 01-1100-120-200 | Salaries - Subs - High School                  | \$25,000.00  | \$25,000.00    | \$11,569.50  | \$11,569.50  | \$0.00      | \$11,569.50  | \$13,430.50   |
| 01-1100-120-300 | Salaries - Subs - Middle School                | \$25,000.00  | \$25,000.00    | \$5,912.00   | \$5,912.00   | \$0.00      | \$5,912.00   | \$19,088.00   |
| 01-1100-150-000 | Benefit payout Unused Personal                 | \$19,375.00  | \$19,375.00    | \$113.03     | \$113.03     | \$0.00      | \$113.03     | \$19,261.97   |
| 01-1100-210-000 | Social Security                                | \$5,280.00   | \$5,280.00     | \$12,025.80  | \$12,025.80  | \$0.00      | \$12,025.80  | (\$6,745.80)  |
| 01-1100-210-100 | Social Security - Elementary                   | \$57,438.00  | \$55,433.00    | \$26,709.63  | \$26,709.63  | \$0.00      | \$26,709.63  | \$28,723.37   |
| 01-1100-210-200 | Social Security - High School                  | \$77,440.00  | \$77,440.00    | \$34,351.26  | \$34,351.26  | \$0.00      | \$34,351.26  | \$43,088.74   |
| 01-1100-210-300 | Social Security - Middle School                | \$33,470.00  | \$33,470.00    | \$16,638.03  | \$16,638.03  | \$0.00      | \$16,638.03  | \$16,831.97   |
| 01-1100-220-000 | Retirement                                     | \$6,815.00   | \$6,815.00     | \$11,574.35  | \$11,574.35  | \$0.00      | \$11,574.35  | (\$4,759.35)  |
| 01-1100-220-100 | Retirement - Elementary                        | \$73,600.00  | \$73,600.00    | \$34,911.71  | \$34,911.71  | \$0.00      | \$34,911.71  | \$38,688.29   |
| 01-1100-220-200 | Retirement - High School                       | \$107,970.00 | \$107,970.00   | \$47,926.84  | \$47,926.84  | \$0.00      | \$47,926.84  | \$60,043.16   |
| 01-1100-220-300 | Retirement - Middle School                     | \$42,585.00  | \$42,585.00    | \$20,985.54  | \$20,985.54  | \$0.00      | \$20,985.54  | \$21,599.46   |
| 01-1100-230-000 | Health Ins                                     | \$13,345.00  | \$13,345.00    | \$20,288.44  | \$20,288.44  | \$0.00      | \$20,288.44  | (\$6,943.44)  |
| 01-1100-230-100 | Health Ins - Elementary                        | \$180,285.00 | \$180,285.00   | \$83,846.68  | \$83,846.68  | \$0.00      | \$83,846.68  | \$96,438.32   |
| 01-1100-230-200 | Health Ins - High School                       | \$195,880.00 | \$195,880.00   | \$96,850.81  | \$96,850.81  | \$0.00      | \$96,850.81  | \$99,029.19   |
| 01-1100-230-300 | Health Ins - Middle School                     | \$78,375.00  | \$78,375.00    | \$38,230.03  | \$38,230.03  | \$0.00      | \$38,230.03  | \$40,144.97   |
| 01-1100-231-000 | Health Ins. - Deductible                       | \$450.00     | \$450.00       | \$0.00       | \$0.00       | \$0.00      | \$0.00       | \$450.00      |
| 01-1100-231-100 | Health Ins Deductible -                        | \$13,275.00  | \$13,275.00    | \$0.00       | \$0.00       | \$0.00      | \$0.00       | \$13,275.00   |
| 01-1100-231-200 | Health Ins Deductible - High                   | \$13,050.00  | \$13,050.00    | \$0.00       | \$0.00       | \$0.00      | \$0.00       | \$13,050.00   |
| 01-1100-231-300 | Health Ins Deductible - Middle                 | \$7,425.00   | \$7,425.00     | \$0.00       | \$0.00       | \$0.00      | \$0.00       | \$7,425.00    |

|                 |                                 |                |                |                |                |            |                |                |
|-----------------|---------------------------------|----------------|----------------|----------------|----------------|------------|----------------|----------------|
| 01-1100-284-000 | Early Retirement                | \$3,000.00     | \$3,000.00     | \$0.00         | \$0.00         | \$0.00     | \$0.00         | \$3,000.00     |
| 01-1100-290-000 | Other Emp Benefits              | \$175.00       | \$175.00       | \$318.55       | \$318.55       | \$0.00     | \$318.55       | (\$143.55)     |
| 01-1100-290-100 | Other Employee Benefits -       | \$1,835.00     | \$1,835.00     | \$896.37       | \$896.37       | \$0.00     | \$896.37       | \$938.63       |
| 01-1100-290-200 | Other Employee Benefits - High  | \$2,470.00     | \$2,470.00     | \$1,111.74     | \$1,111.74     | \$0.00     | \$1,111.74     | \$1,358.26     |
| 01-1100-290-300 | Other Employee Benefits -       | \$1,035.00     | \$1,035.00     | \$539.27       | \$539.27       | \$0.00     | \$539.27       | \$495.73       |
| 01-1100-319-000 | Services                        | \$5,000.00     | \$5,000.00     | \$5,089.53     | \$5,089.53     | \$0.00     | \$5,089.53     | (\$89.53)      |
| 01-1100-410-000 | Supplies                        | \$75,847.00    | \$75,847.00    | \$12,716.35    | \$12,716.35    | \$2,258.10 | \$14,974.45    | \$60,872.55    |
| 01-1100-410-100 | Supplies - Elementary           | \$0.00         | \$0.00         | \$2,109.36     | \$2,109.36     | \$51.32    | \$2,160.68     | (\$2,160.68)   |
| 01-1100-410-200 | Supplies - High School          | \$0.00         | \$0.00         | \$3,865.87     | \$3,865.87     | \$0.00     | \$3,865.87     | (\$3,865.87)   |
| 01-1100-410-300 | Supplies - Middle School        | \$0.00         | \$0.00         | \$1,517.48     | \$1,517.48     | \$0.00     | \$1,517.48     | (\$1,517.48)   |
| 01-1100-411-000 | Field Trips                     | \$1,500.00     | \$1,500.00     | \$607.67       | \$607.67       | \$0.00     | \$607.67       | \$892.33       |
| 01-1100-420-000 | Textbooks                       | \$70,000.00    | \$50,000.00    | \$2,646.24     | \$2,646.24     | \$0.00     | \$2,646.24     | \$47,353.76    |
| 01-1100-420-200 | Textbooks - High School         | \$0.00         | \$0.00         | \$790.42       | \$790.42       | \$0.00     | \$790.42       | (\$790.42)     |
| 01-1100-425-000 | E-BOOKS                         | \$6,500.00     | \$6,500.00     | \$2,047.92     | \$2,047.92     | \$0.00     | \$2,047.92     | \$4,452.08     |
| 01-1100-440-000 | Periodicals - ACupp             | \$2,500.00     | \$2,500.00     | \$0.00         | \$0.00         | \$0.00     | \$0.00         | \$2,500.00     |
| 01-1100-450-000 | Audio-visual                    | \$2,000.00     | \$2,000.00     | \$0.00         | \$0.00         | \$0.00     | \$0.00         | \$2,000.00     |
| 01-1100-460-000 | Hardware                        | \$75,000.00    | \$75,000.00    | \$18,279.77    | \$18,279.77    | \$2,978.00 | \$21,257.77    | \$53,742.23    |
| 01-1100-460-100 | Hardware - Elementary (< \$5k)  | \$0.00         | \$0.00         | \$513.98       | \$513.98       | \$0.00     | \$513.98       | (\$513.98)     |
| 01-1100-460-200 | Hardware - High School (< \$5k) | \$0.00         | \$0.00         | \$1,699.58     | \$1,699.58     | \$0.00     | \$1,699.58     | (\$1,699.58)   |
| 01-1100-460-300 | Hardware - Middle School (<     | \$0.00         | \$0.00         | \$25.96        | \$25.96        | \$0.00     | \$25.96        | (\$25.96)      |
| 01-1100-465-000 | Computer Software               | \$16,000.00    | \$16,000.00    | \$211.18       | \$211.18       | \$0.00     | \$211.18       | \$15,788.82    |
| 01-1100-465-100 | Computer Software Elementary    | \$0.00         | \$0.00         | \$9.98         | \$9.98         | \$0.00     | \$9.98         | (\$9.98)       |
| 01-1100-467-000 | Web/Cloud Based Software        | \$2,800.00     | \$2,800.00     | \$14,363.75    | \$14,363.75    | \$0.00     | \$14,363.75    | (\$11,563.75)  |
| 01-1100-490-000 | Other Supplies & Materials      | \$17,000.00    | \$17,000.00    | \$0.00         | \$0.00         | \$0.00     | \$0.00         | \$17,000.00    |
| 01-1100-530-000 | Furniture/Equipment > \$5k ea   | \$26,000.00    | \$26,000.00    | \$855.59       | \$855.59       | \$175.80   | \$1,031.39     | \$24,968.61    |
| 01-1100-530-200 | Furniture/Equipment > \$5k ea - | \$0.00         | \$0.00         | \$398.00       | \$398.00       | \$0.00     | \$398.00       | (\$398.00)     |
| 01-1100-530-300 | Furniture/Equipment > \$5k ea - | \$0.00         | \$0.00         | \$1,741.99     | \$1,741.99     | \$0.00     | \$1,741.99     | (\$1,741.99)   |
| 01-1100-531-000 | REGULAR INSTRUCTIONAL           | \$13,500.00    | \$13,500.00    | \$0.00         | \$0.00         | \$0.00     | \$0.00         | \$13,500.00    |
| 01-1100-560-000 | Computer Hardware > \$5k        | \$30,000.00    | \$3,000.00     | \$592.44       | \$592.44       | \$211.46   | \$803.90       | \$2,196.10     |
| 01-1100-630-000 | Dues & Fees                     | \$6,000.00     | \$6,000.00     | \$2,187.00     | \$2,187.00     | \$50.00    | \$2,237.00     | \$3,763.00     |
| 01-1100-630-100 | Dues & Fees - Elementary        | \$0.00         | \$0.00         | \$247.00       | \$247.00       | \$0.00     | \$247.00       | (\$247.00)     |
| 01-1100-630-200 | Dues & Fees - High School       | \$0.00         | \$0.00         | \$530.00       | \$530.00       | \$0.00     | \$530.00       | (\$530.00)     |
| 01-1100-630-300 | Dues & Fees - Middle School     | \$0.00         | \$0.00         | \$61.00        | \$61.00        | \$0.00     | \$61.00        | (\$61.00)      |
| 01-1100-670-000 | Travel-trans-meals-lodging      | \$6,500.00     | \$6,500.00     | \$119.00       | \$119.00       | \$0.00     | \$119.00       | \$6,381.00     |
| 01-1100-670-100 | Travel-trans-meals-lodging -    | \$0.00         | \$0.00         | \$314.43       | \$314.43       | \$0.00     | \$314.43       | (\$314.43)     |
| 01-1100-670-200 | Travel-trans-meals-lodging -    | \$0.00         | \$0.00         | \$4,175.90     | \$4,175.90     | \$0.00     | \$4,175.90     | (\$4,175.90)   |
| 01-1100-670-300 | Travel-trans-meals-lodging -    | \$0.00         | \$0.00         | \$410.24       | \$410.24       | \$0.00     | \$410.24       | (\$410.24)     |
| 01-1100-690-000 | All Other                       | \$4,000.00     | \$4,000.00     | \$1,034.86     | \$1,034.86     | \$0.00     | \$1,034.86     | \$2,965.14     |
| 01-1100-690-100 | Other Misc Expense -            | \$0.00         | \$0.00         | \$454.95       | \$454.95       | \$0.00     | \$454.95       | (\$454.95)     |
| 01-1100-690-200 | Other Misc Expense - High       | \$0.00         | \$0.00         | \$265.00       | \$265.00       | \$0.00     | \$265.00       | (\$265.00)     |
| 01-1100-690-300 | Other Misc Expense - Middle     | \$0.00         | \$0.00         | \$651.93       | \$651.93       | \$0.00     | \$651.93       | (\$651.93)     |
| Sub Total       |                                 | \$3,837,288.00 | \$3,763,283.00 | \$1,738,937.47 | \$1,738,937.47 | \$6,063.56 | \$1,745,001.03 | \$2,018,281.97 |
|                 |                                 |                |                |                |                |            |                |                |
| Primary Sort    | Secondary Sort Element          |                |                |                |                |            |                |                |

| 01                  | Function:1150 - LIMITED<br>ENGLISH PROFICIENCY     |                     |                     |                     |                     |                 |                     |                     |
|---------------------|----------------------------------------------------|---------------------|---------------------|---------------------|---------------------|-----------------|---------------------|---------------------|
| Account Code        | Description                                        | Adopted             | Current Budget      | Actuals             | YTD Actuals         | Encumbrance     | Projected           | YTD Available       |
| 01-1150-110-000     | E.L.L. Salaries-teachers                           | \$122,540.00        | \$122,540.00        | \$61,268.52         | \$61,268.52         | \$0.00          | \$61,268.52         | \$61,271.48         |
| 01-1150-120-000     | E.L.L. Salaries - subs                             | \$3,000.00          | \$3,000.00          | \$1,206.00          | \$1,206.00          | \$0.00          | \$1,206.00          | \$1,794.00          |
| 01-1150-140-000     | E.L.L. Salaries - clerks-aides                     | \$12,505.00         | \$12,505.00         | \$5,691.99          | \$5,691.99          | \$0.00          | \$5,691.99          | \$6,813.01          |
| 01-1150-145-000     | Overtime                                           | \$100.00            | \$100.00            | \$62.50             | \$62.50             | \$0.00          | \$62.50             | \$37.50             |
| 01-1150-210-000     | E.L.L. Social Security                             | \$10,570.00         | \$10,570.00         | \$5,065.86          | \$5,065.86          | \$0.00          | \$5,065.86          | \$5,504.14          |
| 01-1150-220-000     | E.L.L. Retirement                                  | \$13,350.00         | \$13,350.00         | \$6,623.54          | \$6,623.54          | \$0.00          | \$6,623.54          | \$6,726.46          |
| 01-1150-230-000     | E.L.L. Health Ins                                  | \$24,630.00         | \$24,630.00         | \$10,060.11         | \$10,060.11         | \$0.00          | \$10,060.11         | \$14,569.89         |
| 01-1150-231-000     | E.L.L. Health Ins Deductible                       | \$1,350.00          | \$1,350.00          | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$1,350.00          |
| 01-1150-290-000     | E.L.L. Other Emp Benefits                          | \$340.00            | \$340.00            | \$170.04            | \$170.04            | \$0.00          | \$170.04            | \$169.96            |
| 01-1150-410-000     | E.L.L. Supplies                                    | \$800.00            | \$800.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$800.00            |
| 01-1150-420-000     | ELL Textbooks                                      | \$10,000.00         | \$5,000.00          | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$5,000.00          |
| 01-1150-450-000     | ELL Audio-visual                                   | \$850.00            | \$850.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$850.00            |
| 01-1150-530-000     | ELL Furn And Equip                                 | \$500.00            | \$500.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$500.00            |
| 01-1150-670-000     | ELL Travel                                         | \$750.00            | \$750.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$750.00            |
| 01-1150-690-000     | E.L.L. All Others                                  | \$500.00            | \$500.00            | \$298.77            | \$298.77            | \$254.32        | \$553.09            | (\$53.09)           |
| <b>Sub Total</b>    |                                                    | <b>\$201,785.00</b> | <b>\$196,785.00</b> | <b>\$90,447.33</b>  | <b>\$90,447.33</b>  | <b>\$254.32</b> | <b>\$90,701.65</b>  | <b>\$106,083.35</b> |
|                     |                                                    |                     |                     |                     |                     |                 |                     |                     |
| <b>Primary Sort</b> | <b>Secondary Sort Element</b>                      |                     |                     |                     |                     |                 |                     |                     |
| 01                  | Function:1160 - POVERTY                            |                     |                     |                     |                     |                 |                     |                     |
| Account Code        | Description                                        | Adopted             | Current Budget      | Actuals             | YTD Actuals         | Encumbrance     | Projected           | YTD Available       |
| 01-1160-110-000     | Poverty Program Salaries-                          | \$130,325.00        | \$53,655.00         | \$27,806.70         | \$27,806.70         | \$0.00          | \$27,806.70         | \$25,848.30         |
| 01-1160-120-000     | Poverty Program Salaries - subs                    | \$12,300.00         | \$6,000.00          | \$5,196.25          | \$5,196.25          | \$0.00          | \$5,196.25          | \$803.75            |
| 01-1160-140-000     | Poverty Program Salaries -                         | \$141,500.00        | \$131,080.00        | \$69,652.18         | \$69,652.18         | \$0.00          | \$69,652.18         | \$61,427.82         |
| 01-1160-145-000     | Overtime                                           | \$3,500.00          | \$2,700.00          | \$4,592.67          | \$4,592.67          | \$0.00          | \$4,592.67          | (\$1,892.67)        |
| 01-1160-210-000     | Poverty Program Social Security                    | \$22,005.00         | \$14,800.00         | \$7,134.29          | \$7,134.29          | \$0.00          | \$7,134.29          | \$7,665.71          |
| 01-1160-220-000     | Poverty Program Retirement                         | \$26,850.00         | \$18,250.00         | \$9,850.53          | \$9,850.53          | \$0.00          | \$9,850.53          | \$8,399.47          |
| 01-1160-230-000     | Poverty Program Health Ins                         | \$55,240.00         | \$43,370.00         | \$23,408.02         | \$23,408.02         | \$0.00          | \$23,408.02         | \$19,961.98         |
| 01-1160-231-000     | Poverty Program Health Ins                         | \$4,275.00          | \$3,150.00          | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$3,150.00          |
| 01-1160-290-000     | Poverty Program Other Emp                          | \$680.00            | \$680.00            | \$241.60            | \$241.60            | \$0.00          | \$241.60            | \$438.40            |
| 01-1160-410-000     | Poverty Program Supplies                           | \$500.00            | \$500.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$500.00            |
| 01-1160-420-000     | Poverty Textbooks                                  | \$250.00            | \$250.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$250.00            |
| 01-1160-450-000     | Poverty Audio-visual                               | \$250.00            | \$250.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$250.00            |
| 01-1160-690-000     | Poverty Program All Others                         | \$500.00            | \$500.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$500.00            |
| <b>Sub Total</b>    |                                                    | <b>\$398,175.00</b> | <b>\$275,185.00</b> | <b>\$147,882.24</b> | <b>\$147,882.24</b> | <b>\$0.00</b>   | <b>\$147,882.24</b> | <b>\$127,302.76</b> |
|                     |                                                    |                     |                     |                     |                     |                 |                     |                     |
| <b>Primary Sort</b> | <b>Secondary Sort Element</b>                      |                     |                     |                     |                     |                 |                     |                     |
| 01                  | Function:1200 - SPECIAL<br>EDUCATION INSTRUCTIONAL |                     |                     |                     |                     |                 |                     |                     |
| Account Code        | Description                                        | Adopted             | Current Budget      | Actuals             | YTD Actuals         | Encumbrance     | Projected           | YTD Available       |
| 01-1200-110-000     | Salary                                             | \$0.00              | \$130,325.00        | \$65,803.86         | \$65,803.86         | \$0.00          | \$65,803.86         | \$64,521.14         |
| 01-1200-120-000     | Sal-subs                                           | \$0.00              | \$12,300.00         | \$6,885.21          | \$6,885.21          | \$0.00          | \$6,885.21          | \$5,414.79          |
| 01-1200-140-000     | Sal-aides                                          | \$0.00              | \$141,500.00        | \$71,926.18         | \$71,926.18         | \$0.00          | \$71,926.18         | \$69,573.82         |

|                  |                           |                     |                     |                     |                     |                 |                     |                     |
|------------------|---------------------------|---------------------|---------------------|---------------------|---------------------|-----------------|---------------------|---------------------|
| 01-1200-145-000  | Overtime                  | \$0.00              | \$3,500.00          | \$5,290.34          | \$5,290.34          | \$0.00          | \$5,290.34          | (\$1,790.34)        |
| 01-1200-210-000  | Social Security           | \$0.00              | \$22,005.00         | \$10,310.85         | \$10,310.85         | \$0.00          | \$10,310.85         | \$11,694.15         |
| 01-1200-220-000  | Retirement                | \$0.00              | \$26,850.00         | \$14,482.76         | \$14,482.76         | \$0.00          | \$14,482.76         | \$12,367.24         |
| 01-1200-230-000  | Health Ins                | \$0.00              | \$55,240.00         | \$29,156.93         | \$29,156.93         | \$0.00          | \$29,156.93         | \$26,083.07         |
| 01-1200-231-000  | Health Ins Deductible     | \$0.00              | \$4,275.00          | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$4,275.00          |
| 01-1200-290-000  | Other Emp Benefits        | \$0.00              | \$1,000.00          | \$352.96            | \$352.96            | \$0.00          | \$352.96            | \$647.04            |
| 01-1200-350-000  | Advertising & Printing    | \$750.00            | \$750.00            | \$482.80            | \$482.80            | \$0.00          | \$482.80            | \$267.20            |
| 01-1200-363-000  | SA-Tuition Other Agencies | \$318,222.00        | \$318,222.00        | \$158,966.28        | \$158,966.28        | \$0.00          | \$158,966.28        | \$159,255.72        |
| 01-1200-410-000  | Supplies                  | \$8,000.00          | \$8,000.00          | \$390.91            | \$390.91            | \$0.00          | \$390.91            | \$7,609.09          |
| 01-1200-410-100  | Supplies                  | \$0.00              | \$0.00              | \$27.22             | \$27.22             | \$0.00          | \$27.22             | (\$27.22)           |
| 01-1200-410-200  | Supplies                  | \$0.00              | \$0.00              | \$0.00              | \$0.00              | \$63.96         | \$63.96             | (\$63.96)           |
| 01-1200-420-000  | Textbooks                 | \$5,000.00          | \$5,000.00          | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$5,000.00          |
| 01-1200-450-000  | Audio Visual              | \$300.00            | \$300.00            | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$300.00            |
| 01-1200-450-200  | Audio Visual              | \$0.00              | \$0.00              | \$0.00              | \$0.00              | \$124.99        | \$124.99            | (\$124.99)          |
| 01-1200-460-000  | Hardware                  | \$0.00              | \$0.00              | \$638.00            | \$638.00            | \$0.00          | \$638.00            | (\$638.00)          |
| 01-1200-460-200  | Hardware                  | \$0.00              | \$0.00              | \$479.00            | \$479.00            | \$0.00          | \$479.00            | (\$479.00)          |
| 01-1200-530-000  | Furniture & Equipment     | \$5,000.00          | \$5,000.00          | \$75.64             | \$75.64             | \$0.00          | \$75.64             | \$4,924.36          |
| 01-1200-630-000  | Dues & Fees               | \$500.00            | \$500.00            | \$120.00            | \$120.00            | \$0.00          | \$120.00            | \$380.00            |
| 01-1200-630-200  | Dues & Fees               | \$0.00              | \$0.00              | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$0.00              |
| 01-1200-670-000  | Travel                    | \$1,000.00          | \$1,000.00          | \$0.00              | \$0.00              | \$0.00          | \$0.00              | \$1,000.00          |
| 01-1200-690-000  | All Other                 | \$1,000.00          | \$1,000.00          | \$307.93            | \$307.93            | \$0.00          | \$307.93            | \$692.07            |
| <b>Sub Total</b> |                           | <b>\$339,772.00</b> | <b>\$736,767.00</b> | <b>\$365,696.87</b> | <b>\$365,696.87</b> | <b>\$188.95</b> | <b>\$365,885.82</b> | <b>\$370,881.18</b> |
|                  |                           |                     |                     |                     |                     |                 |                     |                     |

| Primary Sort | Secondary Sort Element |
|--------------|------------------------|
| 01           | Function:1310 - GIFTED |

| Account Code     | Description                    | Adopted            | Current Budget     | Actuals            | YTD Actuals        | Encumbrance   | Projected          | YTD Available     |
|------------------|--------------------------------|--------------------|--------------------|--------------------|--------------------|---------------|--------------------|-------------------|
| 01-1310-110-000  | H.A.L. Salary Teacher          | \$29,875.00        | \$29,875.00        | \$29,872.50        | \$29,872.50        | \$0.00        | \$29,872.50        | \$2.50            |
| 01-1310-120-000  | HAL Subs                       | \$800.00           | \$800.00           | \$103.00           | \$103.00           | \$0.00        | \$103.00           | \$697.00          |
| 01-1310-210-000  | H.A.L. Social Security         | \$2,350.00         | \$2,350.00         | \$2,191.08         | \$2,191.08         | \$0.00        | \$2,191.08         | \$158.92          |
| 01-1310-220-000  | H.A.L. Retirement              | \$2,955.00         | \$2,955.00         | \$2,950.74         | \$2,950.74         | \$0.00        | \$2,950.74         | \$4.26            |
| 01-1310-230-000  | H.A.L. Health Insurance        | \$3,260.00         | \$3,260.00         | \$3,259.86         | \$3,259.86         | \$0.00        | \$3,259.86         | \$0.14            |
| 01-1310-231-000  | H.A.L. Health Ins. Deduct.     | \$225.00           | \$225.00           | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$225.00          |
| 01-1310-290-000  | H.A.L. Other Employee Benefits | \$75.00            | \$75.00            | \$75.90            | \$75.90            | \$0.00        | \$75.90            | (\$0.90)          |
| 01-1310-410-000  | H.A.L. Supplies                | \$700.00           | \$700.00           | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$700.00          |
| 01-1310-420-000  | H.A.L. Textbooks               | \$1,000.00         | \$1,000.00         | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$1,000.00        |
| 01-1310-630-000  | HAL Dues and Fees              | \$400.00           | \$400.00           | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$400.00          |
| 01-1310-670-000  | H.A.L. Travel                  | \$1,000.00         | \$1,000.00         | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$1,000.00        |
| 01-1310-690-000  | H.A.L. All Other               | \$200.00           | \$200.00           | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$200.00          |
| <b>Sub Total</b> |                                | <b>\$42,840.00</b> | <b>\$42,840.00</b> | <b>\$38,453.08</b> | <b>\$38,453.08</b> | <b>\$0.00</b> | <b>\$38,453.08</b> | <b>\$4,386.92</b> |
|                  |                                |                    |                    |                    |                    |               |                    |                   |

| Primary Sort | Secondary Sort Element   |
|--------------|--------------------------|
| 01           | Function:2120 - GUIDANCE |

| Account Code    | Description     | Adopted     | Current Budget | Actuals     | YTD Actuals | Encumbrance | Projected   | YTD Available |
|-----------------|-----------------|-------------|----------------|-------------|-------------|-------------|-------------|---------------|
| 01-2120-110-000 | Salary-guidance | \$53,655.00 | \$53,655.00    | \$27,806.76 | \$27,806.76 | \$0.00      | \$27,806.76 | \$25,848.24   |

|                  |                         |                    |                    |                    |                    |               |                    |                    |
|------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|---------------|--------------------|--------------------|
| 01-2120-210-000  | Social Security         | \$4,105.00         | \$4,105.00         | \$2,049.83         | \$2,049.83         | \$0.00        | \$2,049.83         | \$2,055.17         |
| 01-2120-220-000  | Retirement              | \$5,305.00         | \$5,305.00         | \$2,519.65         | \$2,519.65         | \$0.00        | \$2,519.65         | \$2,785.35         |
| 01-2120-230-000  | Health Ins              | \$15,750.00        | \$15,750.00        | \$7,576.08         | \$7,576.08         | \$0.00        | \$7,576.08         | \$8,173.92         |
| 01-2120-231-000  | Health Ins - Deductible | \$900.00           | \$900.00           | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$900.00           |
| 01-2120-290-000  | Other Emp Benefits      | \$135.00           | \$135.00           | \$64.84            | \$64.84            | \$0.00        | \$64.84            | \$70.16            |
| 01-2120-410-000  | Supplies                | \$1,500.00         | \$1,500.00         | \$435.81           | \$435.81           | \$0.00        | \$435.81           | \$1,064.19         |
| 01-2120-410-200  | Guidance Supplies       | \$0.00             | \$0.00             | \$255.38           | \$255.38           | \$0.00        | \$255.38           | (\$255.38)         |
| 01-2120-460-000  | Guidance Hardware       | \$500.00           | \$500.00           | \$1,270.00         | \$1,270.00         | \$0.00        | \$1,270.00         | (\$770.00)         |
| 01-2120-530-000  | Guidance Furniture &    | \$500.00           | \$500.00           | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$500.00           |
| 01-2120-630-000  | Dues & Fees             | \$500.00           | \$500.00           | \$546.25           | \$546.25           | \$0.00        | \$546.25           | (\$46.25)          |
| 01-2120-670-000  | Guidance Travel         | \$500.00           | \$500.00           | \$327.75           | \$327.75           | \$0.00        | \$327.75           | \$172.25           |
| 01-2120-690-000  | All Other               | \$750.00           | \$750.00           | \$675.00           | \$675.00           | \$0.00        | \$675.00           | \$75.00            |
| <b>Sub Total</b> |                         | <b>\$84,100.00</b> | <b>\$84,100.00</b> | <b>\$43,527.35</b> | <b>\$43,527.35</b> | <b>\$0.00</b> | <b>\$43,527.35</b> | <b>\$40,572.65</b> |
|                  |                         |                    |                    |                    |                    |               |                    |                    |

|                     |                               |
|---------------------|-------------------------------|
| <b>Primary Sort</b> | <b>Secondary Sort Element</b> |
| 01                  | Function:2130 - HEALTH        |

| Account Code     | Description             | Adopted            | Current Budget     | Actuals            | YTD Actuals        | Encumbrance     | Projected          | YTD Available      |
|------------------|-------------------------|--------------------|--------------------|--------------------|--------------------|-----------------|--------------------|--------------------|
| 01-2130-110-000  | Sal-nurse               | \$43,400.00        | \$43,400.00        | \$21,700.02        | \$21,700.02        | \$0.00          | \$21,700.02        | \$21,699.98        |
| 01-2130-120-000  | Salaries of Substitues  | \$1,000.00         | \$1,000.00         | \$630.80           | \$630.80           | \$0.00          | \$630.80           | \$369.20           |
| 01-2130-210-000  | Social Security         | \$3,400.00         | \$3,400.00         | \$1,617.13         | \$1,617.13         | \$0.00          | \$1,617.13         | \$1,782.87         |
| 01-2130-220-000  | Retirement              | \$4,290.00         | \$4,290.00         | \$2,143.50         | \$2,143.50         | \$0.00          | \$2,143.50         | \$2,146.50         |
| 01-2130-230-000  | Health                  | \$13,340.00        | \$13,340.00        | \$6,670.56         | \$6,670.56         | \$0.00          | \$6,670.56         | \$6,669.44         |
| 01-2130-231-000  | Health Ins - Deductible | \$900.00           | \$900.00           | \$0.00             | \$0.00             | \$0.00          | \$0.00             | \$900.00           |
| 01-2130-290-000  | Other Benefits          | \$110.00           | \$110.00           | \$55.14            | \$55.14            | \$0.00          | \$55.14            | \$54.86            |
| 01-2130-410-000  | Supplies                | \$4,095.00         | \$1,500.00         | \$526.30           | \$526.30           | \$235.00        | \$761.30           | \$738.70           |
| 01-2130-450-000  | Audio Visual            | \$100.00           | \$100.00           | \$0.00             | \$0.00             | \$0.00          | \$0.00             | \$100.00           |
| 01-2130-530-000  | Furn And Equip          | \$100.00           | \$100.00           | \$0.00             | \$0.00             | \$0.00          | \$0.00             | \$100.00           |
| 01-2130-630-000  | HEALTH SERVICES         | \$100.00           | \$100.00           | \$0.00             | \$0.00             | \$0.00          | \$0.00             | \$100.00           |
| 01-2130-670-000  | Travel                  | \$550.00           | \$550.00           | \$28.00            | \$28.00            | \$0.00          | \$28.00            | \$522.00           |
| 01-2130-690-000  | HEALTH SERVICES         | \$250.00           | \$250.00           | \$104.15           | \$104.15           | \$0.00          | \$104.15           | \$145.85           |
| <b>Sub Total</b> |                         | <b>\$71,635.00</b> | <b>\$69,040.00</b> | <b>\$33,475.60</b> | <b>\$33,475.60</b> | <b>\$235.00</b> | <b>\$33,710.60</b> | <b>\$35,329.40</b> |
|                  |                         |                    |                    |                    |                    |                 |                    |                    |

|                     |                               |
|---------------------|-------------------------------|
| <b>Primary Sort</b> | <b>Secondary Sort Element</b> |
| 01                  | Function:2140 -               |

| Account Code     | Description        | Adopted            | Current Budget     | Actuals       | YTD Actuals   | Encumbrance   | Projected     | YTD Available      |
|------------------|--------------------|--------------------|--------------------|---------------|---------------|---------------|---------------|--------------------|
| 01-2140-313-000  | Purchased Services | \$15,000.00        | \$15,000.00        | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$15,000.00        |
| <b>Sub Total</b> |                    | <b>\$15,000.00</b> | <b>\$15,000.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$15,000.00</b> |
|                  |                    |                    |                    |               |               |               |               |                    |

|                     |                               |
|---------------------|-------------------------------|
| <b>Primary Sort</b> | <b>Secondary Sort Element</b> |
| 01                  | Function:2150 - SAFETY &      |

| Account Code     | Description                   | Adopted            | Current Budget     | Actuals       | YTD Actuals   | Encumbrance   | Projected     | YTD Available      |
|------------------|-------------------------------|--------------------|--------------------|---------------|---------------|---------------|---------------|--------------------|
| 01-2150-410-000  | Supplies-safety & Security    | \$2,500.00         | \$2,500.00         | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$2,500.00         |
| 01-2150-530-000  | Capital Outlay-safety & Secur | \$75,000.00        | \$75,000.00        | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$75,000.00        |
| <b>Sub Total</b> |                               | <b>\$77,500.00</b> | <b>\$77,500.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$77,500.00</b> |

|                           |                                                                                       |                     |                       |                    |                    |                    |                    |                      |
|---------------------------|---------------------------------------------------------------------------------------|---------------------|-----------------------|--------------------|--------------------|--------------------|--------------------|----------------------|
|                           |                                                                                       |                     |                       |                    |                    |                    |                    |                      |
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:2222 - SCHOOL                               |                     |                       |                    |                    |                    |                    |                      |
| <b>Account Code</b>       | <b>Description</b>                                                                    | <b>Adopted</b>      | <b>Current Budget</b> | <b>Actuals</b>     | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b>   | <b>YTD Available</b> |
| 01-2222-110-000           | Salary-library                                                                        | \$52,130.00         | \$52,130.00           | \$26,064.48        | \$26,064.48        | \$0.00             | \$26,064.48        | \$26,065.52          |
| 01-2222-120-000           | Sal Of Sub                                                                            | \$500.00            | \$500.00              | \$276.00           | \$276.00           | \$0.00             | \$276.00           | \$224.00             |
| 01-2222-140-000           | Sal Of Aide                                                                           | \$12,335.00         | \$12,335.00           | \$6,166.86         | \$6,166.86         | \$0.00             | \$6,166.86         | \$6,168.14           |
| 01-2222-145-000           | SCHOOL LIBRARY SERVICES                                                               | \$500.00            | \$500.00              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$500.00             |
| 01-2222-210-000           | Social Security                                                                       | \$4,970.00          | \$4,970.00            | \$2,486.84         | \$2,486.84         | \$0.00             | \$2,486.84         | \$2,483.16           |
| 01-2222-220-000           | Retirement                                                                            | \$6,370.00          | \$6,370.00            | \$3,183.73         | \$3,183.73         | \$0.00             | \$3,183.73         | \$3,186.27           |
| 01-2222-290-000           | Other Emp Benefits                                                                    | \$160.00            | \$160.00              | \$81.84            | \$81.84            | \$0.00             | \$81.84            | \$78.16              |
| 01-2222-318-000           | L.d. Consortium                                                                       | \$46,000.00         | \$35,000.00           | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$35,000.00          |
| 01-2222-410-000           | Supplies                                                                              | \$10,000.00         | \$5,000.00            | \$384.92           | \$384.92           | \$0.00             | \$384.92           | \$4,615.08           |
| 01-2222-430-000           | Library Books                                                                         | \$20,000.00         | \$16,500.00           | \$21.39            | \$21.39            | \$0.00             | \$21.39            | \$16,478.61          |
| 01-2222-440-000           | Periodicals                                                                           | \$5,000.00          | \$500.00              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$500.00             |
| 01-2222-450-000           | A-v Materials                                                                         | \$5,000.00          | \$500.00              | \$442.37           | \$442.37           | \$0.00             | \$442.37           | \$57.63              |
| 01-2222-460-000           | Hardware                                                                              | \$7,000.00          | \$1,000.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$1,000.00           |
| 01-2222-530-000           | SCHOOL LIBRARY SERVICES                                                               | \$8,040.00          | \$2,500.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$2,500.00           |
| 01-2222-670-000           | Travel                                                                                | \$500.00            | \$500.00              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$500.00             |
| 01-2222-690-000           | SCHOOL LIBRARY SERVICES                                                               | \$500.00            | \$500.00              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$500.00             |
| <b>Sub Total</b>          |                                                                                       | <b>\$179,005.00</b> | <b>\$138,965.00</b>   | <b>\$39,108.43</b> | <b>\$39,108.43</b> | <b>\$0.00</b>      | <b>\$39,108.43</b> | <b>\$99,856.57</b>   |
|                           |                                                                                       |                     |                       |                    |                    |                    |                    |                      |
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:2310 - BOARD OF                             |                     |                       |                    |                    |                    |                    |                      |
| <b>Account Code</b>       | <b>Description</b>                                                                    | <b>Adopted</b>      | <b>Current Budget</b> | <b>Actuals</b>     | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b>   | <b>YTD Available</b> |
| 01-2310-317-000           | Legal Services                                                                        | \$10,000.00         | \$10,000.00           | \$3,300.00         | \$3,300.00         | \$0.00             | \$3,300.00         | \$6,700.00           |
| 01-2310-350-000           | Adv And Print                                                                         | \$2,000.00          | \$2,000.00            | \$2,742.90         | \$2,742.90         | \$0.00             | \$2,742.90         | (\$742.90)           |
| 01-2310-410-000           | Supplies                                                                              | \$2,000.00          | \$2,000.00            | \$575.69           | \$575.69           | \$0.00             | \$575.69           | \$1,424.31           |
| 01-2310-460-000           | Board of Ed-Computer                                                                  | \$2,000.00          | \$2,000.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$2,000.00           |
| 01-2310-530-000           | Furniture and Equipment                                                               | \$2,000.00          | \$2,000.00            | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$2,000.00           |
| 01-2310-630-000           | Dues And Fees                                                                         | \$2,000.00          | \$2,000.00            | \$3,412.79         | \$3,412.79         | \$0.00             | \$3,412.79         | (\$1,412.79)         |
| 01-2310-642-000           | Fidelity Bon Premium                                                                  | \$500.00            | \$500.00              | \$0.00             | \$0.00             | \$0.00             | \$0.00             | \$500.00             |
| 01-2310-670-000           | Travel                                                                                | \$5,500.00          | \$5,500.00            | \$2,503.20         | \$2,503.20         | \$0.00             | \$2,503.20         | \$2,996.80           |
| <b>Sub Total</b>          |                                                                                       | <b>\$26,000.00</b>  | <b>\$26,000.00</b>    | <b>\$12,534.58</b> | <b>\$12,534.58</b> | <b>\$0.00</b>      | <b>\$12,534.58</b> | <b>\$13,465.42</b>   |
|                           |                                                                                       |                     |                       |                    |                    |                    |                    |                      |
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:2320 - EXECUTIVE<br>ADMINISTRATION SERVICES |                     |                       |                    |                    |                    |                    |                      |
| <b>Account Code</b>       | <b>Description</b>                                                                    | <b>Adopted</b>      | <b>Current Budget</b> | <b>Actuals</b>     | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b>   | <b>YTD Available</b> |
| 01-2320-105-000           | Salary-supt                                                                           | \$135,000.00        | \$135,000.00          | \$67,500.00        | \$67,500.00        | \$0.00             | \$67,500.00        | \$67,500.00          |
| 01-2320-140-000           | Salary-clerks                                                                         | \$53,145.00         | \$53,145.00           | \$26,571.96        | \$26,571.96        | \$0.00             | \$26,571.96        | \$26,573.04          |
| 01-2320-145-000           | Overtime Classified                                                                   | \$9,000.00          | \$9,000.00            | \$3,475.00         | \$3,475.00         | \$0.00             | \$3,475.00         | \$5,525.00           |
| 01-2320-210-000           | Social Security                                                                       | \$15,100.00         | \$15,100.00           | \$6,480.80         | \$6,480.80         | \$0.00             | \$6,480.80         | \$8,619.20           |
| 01-2320-220-000           | Retirement                                                                            | \$19,480.00         | \$19,480.00           | \$9,635.49         | \$9,635.49         | \$0.00             | \$9,635.49         | \$9,844.51           |
| 01-2320-230-000           | Health Ins                                                                            | \$52,460.00         | \$52,460.00           | \$27,888.96        | \$27,888.96        | \$0.00             | \$27,888.96        | \$24,571.04          |

|                  |                          |                     |                     |                     |                     |               |                     |                     |
|------------------|--------------------------|---------------------|---------------------|---------------------|---------------------|---------------|---------------------|---------------------|
| 01-2320-231-000  | Health Ins - Deductible  | \$2,700.00          | \$2,700.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$2,700.00          |
| 01-2320-290-000  | Other Emp Benefits       | \$475.00            | \$475.00            | \$367.98            | \$367.98            | \$0.00        | \$367.98            | \$107.02            |
| 01-2320-350-000  | Advertising & Printing   | \$1,500.00          | \$1,500.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$1,500.00          |
| 01-2320-410-000  | Supplies                 | \$1,000.00          | \$1,000.00          | \$139.16            | \$139.16            | \$0.00        | \$139.16            | \$860.84            |
| 01-2320-530-000  | Furn. & Equip.           | \$1,000.00          | \$1,000.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$1,000.00          |
| 01-2320-560-000  | Computer                 | \$1,000.00          | \$1,000.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$1,000.00          |
| 01-2320-630-000  | Dues And Fees            | \$5,000.00          | \$5,000.00          | \$651.70            | \$651.70            | \$0.00        | \$651.70            | \$4,348.30          |
| 01-2320-670-000  | Travel                   | \$5,000.00          | \$5,000.00          | \$738.72            | \$738.72            | \$0.00        | \$738.72            | \$4,261.28          |
| 01-2320-690-000  | EXECUTIVE ADMINISTRATION | \$1,130.00          | \$1,130.00          | \$2,456.71          | \$2,456.71          | \$0.00        | \$2,456.71          | (\$1,326.71)        |
| <b>Sub Total</b> |                          | <b>\$302,990.00</b> | <b>\$302,990.00</b> | <b>\$145,906.48</b> | <b>\$145,906.48</b> | <b>\$0.00</b> | <b>\$145,906.48</b> | <b>\$157,083.52</b> |
|                  |                          |                     |                     |                     |                     |               |                     |                     |

| Primary Sort     |                                | Secondary Sort Element    |                     |                     |                     |               |                     |                     |
|------------------|--------------------------------|---------------------------|---------------------|---------------------|---------------------|---------------|---------------------|---------------------|
| 01               |                                | Function:2410 - OFFICE OF |                     |                     |                     |               |                     |                     |
| Account Code     | Description                    | Adopted                   | Current Budget      | Actuals             | YTD Actuals         | Encumbrance   | Projected           | YTD Available       |
| 01-2410-110-000  | Salary-principal-ath.dir.      | \$162,000.00              | \$162,000.00        | \$88,532.52         | \$88,532.52         | \$0.00        | \$88,532.52         | \$73,467.48         |
| 01-2410-120-000  | Substitutes                    | \$1,000.00                | \$1,000.00          | \$387.00            | \$387.00            | \$0.00        | \$387.00            | \$613.00            |
| 01-2410-140-000  | Sal-clerk                      | \$64,495.00               | \$64,495.00         | \$24,714.78         | \$24,714.78         | \$0.00        | \$24,714.78         | \$39,780.22         |
| 01-2410-145-000  | Overtime Classified            | \$2,500.00                | \$2,500.00          | \$1,529.64          | \$1,529.64          | \$0.00        | \$1,529.64          | \$970.36            |
| 01-2410-210-000  | Social Security                | \$17,520.00               | \$17,520.00         | \$8,630.55          | \$8,630.55          | \$0.00        | \$8,630.55          | \$8,889.45          |
| 01-2410-220-000  | Retirement                     | \$22,625.00               | \$22,625.00         | \$10,646.03         | \$10,646.03         | \$0.00        | \$10,646.03         | \$11,978.97         |
| 01-2410-230-000  | Health Insurance               | \$58,715.00               | \$58,715.00         | \$29,370.54         | \$29,370.54         | \$0.00        | \$29,370.54         | \$29,344.46         |
| 01-2410-231-000  | Health Ins - Deductible        | \$3,150.00                | \$3,150.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$3,150.00          |
| 01-2410-290-000  | Other Emp Benefits             | \$570.00                  | \$570.00            | \$269.92            | \$269.92            | \$0.00        | \$269.92            | \$300.08            |
| 01-2410-319-000  | Repairs                        | \$550.00                  | \$550.00            | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$550.00            |
| 01-2410-410-000  | Supplies                       | \$7,000.00                | \$2,500.00          | \$86.64             | \$86.64             | \$0.00        | \$86.64             | \$2,413.36          |
| 01-2410-460-000  | Hardware                       | \$5,000.00                | \$1,000.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$1,000.00          |
| 01-2410-530-000  | Furniture & Equipment          | \$2,500.00                | \$1,000.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$1,000.00          |
| 01-2410-560-000  | Computer                       | \$2,000.00                | \$1,000.00          | \$0.00              | \$0.00              | \$0.00        | \$0.00              | \$1,000.00          |
| 01-2410-630-000  | Principal High School Dues and | \$1,500.00                | \$1,500.00          | \$516.50            | \$516.50            | \$0.00        | \$516.50            | \$983.50            |
| 01-2410-670-000  | Travel                         | \$6,000.00                | \$6,000.00          | \$824.29            | \$824.29            | \$0.00        | \$824.29            | \$5,175.71          |
| 01-2410-690-000  | All Other                      | \$3,700.00                | \$3,700.00          | \$704.95            | \$704.95            | \$0.00        | \$704.95            | \$2,995.05          |
| <b>Sub Total</b> |                                | <b>\$360,825.00</b>       | <b>\$349,825.00</b> | <b>\$166,213.36</b> | <b>\$166,213.36</b> | <b>\$0.00</b> | <b>\$166,213.36</b> | <b>\$183,611.64</b> |
|                  |                                |                           |                     |                     |                     |               |                     |                     |

| Primary Sort    |                         | Secondary Sort Element                    |                |             |             |             |             |               |
|-----------------|-------------------------|-------------------------------------------|----------------|-------------|-------------|-------------|-------------|---------------|
| 01              |                         | Function:2510 - SUPPORT SERVICES-BUSINESS |                |             |             |             |             |               |
| Account Code    | Description             | Adopted                                   | Current Budget | Actuals     | YTD Actuals | Encumbrance | Projected   | YTD Available |
| 01-2510-315-000 | Accounting & Audit Fees | \$8,000.00                                | \$8,000.00     | \$8,308.94  | \$8,308.94  | \$0.00      | \$8,308.94  | (\$308.94)    |
| 01-2510-316-000 | Business Office Data    | \$20,000.00                               | \$20,000.00    | \$12,579.84 | \$12,579.84 | \$0.00      | \$12,579.84 | \$7,420.16    |
| 01-2510-319-000 | Purch Prof Tech Service | \$60,000.00                               | \$60,000.00    | \$1,347.00  | \$1,347.00  | \$0.00      | \$1,347.00  | \$58,653.00   |
| 01-2510-327-000 | Rent-leases             | \$48,000.00                               | \$48,000.00    | \$21,279.37 | \$21,279.37 | \$0.00      | \$21,279.37 | \$26,720.63   |
| 01-2510-336-000 | Gas & Oil               | \$2,500.00                                | \$2,500.00     | \$846.28    | \$846.28    | \$0.00      | \$846.28    | \$1,653.72    |
| 01-2510-350-000 | Advertising/printing    | \$500.00                                  | \$500.00       | \$0.00      | \$0.00      | \$0.00      | \$0.00      | \$500.00      |
| 01-2510-381-000 | SUPPORT SERVICES-       | \$5,000.00                                | \$1,000.00     | \$279.86    | \$279.86    | \$0.00      | \$279.86    | \$720.14      |
| 01-2510-382-000 | Telephone               | \$15,000.00                               | \$15,000.00    | \$7,287.30  | \$7,287.30  | \$0.00      | \$7,287.30  | \$7,712.70    |

|                           |                                                                                                       |                     |                       |                     |                     |                    |                     |                      |
|---------------------------|-------------------------------------------------------------------------------------------------------|---------------------|-----------------------|---------------------|---------------------|--------------------|---------------------|----------------------|
| 01-2510-383-000           | Internet                                                                                              | \$5,000.00          | \$2,500.00            | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$2,500.00           |
| 01-2510-410-000           | Supplies                                                                                              | \$4,000.00          | \$2,500.00            | \$105.00            | \$105.00            | \$0.00             | \$105.00            | \$2,395.00           |
| 01-2510-520-000           | Bldg Improvements                                                                                     | \$186,000.00        | \$186,000.00          | \$7,550.50          | \$7,550.50          | \$0.00             | \$7,550.50          | \$178,449.50         |
| 01-2510-530-000           | Furn And Equip                                                                                        | \$3,000.00          | \$3,000.00            | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$3,000.00           |
| 01-2510-630-000           | Dues & Fees                                                                                           | \$0.00              | \$0.00                | \$84,982.50         | \$84,982.50         | \$0.00             | \$84,982.50         | (\$84,982.50)        |
| 01-2510-690-000           | Audit - All Other                                                                                     | \$1,000.00          | \$1,000.00            | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$1,000.00           |
| <b>Sub Total</b>          |                                                                                                       | <b>\$358,000.00</b> | <b>\$350,000.00</b>   | <b>\$144,566.59</b> | <b>\$144,566.59</b> | <b>\$0.00</b>      | <b>\$144,566.59</b> | <b>\$205,433.41</b>  |
|                           |                                                                                                       |                     |                       |                     |                     |                    |                     |                      |
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:2520 - VEHICLE<br>ACQUISITION AND<br>MAINTENANCE OTHER THAN |                     |                       |                     |                     |                    |                     |                      |
| <b>Account Code</b>       | <b>Description</b>                                                                                    | <b>Adopted</b>      | <b>Current Budget</b> | <b>Actuals</b>      | <b>YTD Actuals</b>  | <b>Encumbrance</b> | <b>Projected</b>    | <b>YTD Available</b> |
| 01-2520-334-000           | Maintenance                                                                                           | \$1,500.00          | \$1,500.00            | \$68.00             | \$68.00             | \$0.00             | \$68.00             | \$1,432.00           |
| 01-2520-336-000           | Gas And Oil (No Students)                                                                             | \$3,000.00          | \$3,000.00            | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$3,000.00           |
| 01-2520-550-000           | Vehicle Purchase                                                                                      | \$65,500.00         | \$51,135.00           | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$51,135.00          |
| <b>Sub Total</b>          |                                                                                                       | <b>\$70,000.00</b>  | <b>\$55,635.00</b>    | <b>\$68.00</b>      | <b>\$68.00</b>      | <b>\$0.00</b>      | <b>\$68.00</b>      | <b>\$55,567.00</b>   |
|                           |                                                                                                       |                     |                       |                     |                     |                    |                     |                      |
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:2610 - OPERATION                                            |                     |                       |                     |                     |                    |                     |                      |
| <b>Account Code</b>       | <b>Description</b>                                                                                    | <b>Adopted</b>      | <b>Current Budget</b> | <b>Actuals</b>      | <b>YTD Actuals</b>  | <b>Encumbrance</b> | <b>Projected</b>    | <b>YTD Available</b> |
| 01-2610-120-000           | Substitutes                                                                                           | \$12,500.00         | \$12,500.00           | \$1,035.00          | \$1,035.00          | \$0.00             | \$1,035.00          | \$11,465.00          |
| 01-2610-140-000           | Sal-custodian                                                                                         | \$210,000.00        | \$210,000.00          | \$106,256.74        | \$106,256.74        | \$0.00             | \$106,256.74        | \$103,743.26         |
| 01-2610-145-000           | Overtime Classified                                                                                   | \$1,500.00          | \$1,500.00            | \$490.06            | \$490.06            | \$0.00             | \$490.06            | \$1,009.94           |
| 01-2610-210-000           | Social Security                                                                                       | \$17,150.00         | \$17,150.00           | \$8,108.91          | \$8,108.91          | \$0.00             | \$8,108.91          | \$9,041.09           |
| 01-2610-220-000           | Retirement                                                                                            | \$20,950.00         | \$20,950.00           | \$10,646.47         | \$10,646.47         | \$0.00             | \$10,646.47         | \$10,303.53          |
| 01-2610-230-000           | Health Ins                                                                                            | \$50,950.00         | \$50,950.00           | \$25,092.74         | \$25,092.74         | \$0.00             | \$25,092.74         | \$25,857.26          |
| 01-2610-231-000           | Health Ins - Deductible                                                                               | \$3,150.00          | \$3,150.00            | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$3,150.00           |
| 01-2610-290-000           | Other Emp Benefits                                                                                    | \$800.00            | \$800.00              | \$249.81            | \$249.81            | \$0.00             | \$249.81            | \$550.19             |
| 01-2610-318-000           | Repairman                                                                                             | \$60,000.00         | \$50,000.00           | \$20,159.37         | \$20,159.37         | \$0.00             | \$20,159.37         | \$29,840.63          |
| 01-2610-320-000           | Property Services                                                                                     | \$500.00            | \$500.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$500.00             |
| 01-2610-321-000           | Fuel                                                                                                  | \$50,000.00         | \$50,000.00           | \$16,951.74         | \$16,951.74         | \$0.00             | \$16,951.74         | \$33,048.26          |
| 01-2610-322-000           | Electricity                                                                                           | \$125,000.00        | \$125,000.00          | \$63,220.14         | \$63,220.14         | \$0.00             | \$63,220.14         | \$61,779.86          |
| 01-2610-323-000           | Water And Sewer                                                                                       | \$35,000.00         | \$35,000.00           | \$15,678.30         | \$15,678.30         | \$0.00             | \$15,678.30         | \$19,321.70          |
| 01-2610-327-000           | Rentals and Leases                                                                                    | \$3,500.00          | \$3,500.00            | \$2,580.11          | \$2,580.11          | \$0.00             | \$2,580.11          | \$919.89             |
| 01-2610-328-000           | Insurance                                                                                             | \$140,000.00        | \$120,000.00          | \$606.33            | \$606.33            | \$0.00             | \$606.33            | \$119,393.67         |
| 01-2610-329-000           | Other Property Services                                                                               | \$500.00            | \$500.00              | \$62.50             | \$62.50             | \$0.00             | \$62.50             | \$437.50             |
| 01-2610-338-000           | Repairs                                                                                               | \$500.00            | \$500.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$500.00             |
| 01-2610-382-000           | OPERATION OF PLANT                                                                                    | \$3,810.00          | \$3,810.00            | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$3,810.00           |
| 01-2610-410-000           | Supplies                                                                                              | \$69,000.00         | \$69,000.00           | \$35,958.82         | \$35,958.82         | \$0.00             | \$35,958.82         | \$33,041.18          |
| 01-2610-530-000           | Furniture & Equipment                                                                                 | \$25,000.00         | \$25,000.00           | \$7,103.39          | \$7,103.39          | \$0.00             | \$7,103.39          | \$17,896.61          |
| 01-2610-670-000           | Travel                                                                                                | \$500.00            | \$500.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$500.00             |
| 01-2610-690-000           | Training and Travel                                                                                   | \$500.00            | \$500.00              | \$0.00              | \$0.00              | \$0.00             | \$0.00              | \$500.00             |
| <b>Sub Total</b>          |                                                                                                       | <b>\$830,810.00</b> | <b>\$800,810.00</b>   | <b>\$314,200.43</b> | <b>\$314,200.43</b> | <b>\$0.00</b>      | <b>\$314,200.43</b> | <b>\$486,609.57</b>  |
|                           |                                                                                                       |                     |                       |                     |                     |                    |                     |                      |

| Primary Sort     | Secondary Sort Element                             |                     |                     |                     |                     |                   |                     |                     |
|------------------|----------------------------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|---------------------|---------------------|
| 01               | Function:2750 - PUPIL                              |                     |                     |                     |                     |                   |                     |                     |
| Account Code     | Description                                        | Adopted             | Current Budget      | Actuals             | YTD Actuals         | Encumbrance       | Projected           | YTD Available       |
| 01-2750-120-000  | Substitutes                                        | \$23,000.00         | \$23,000.00         | \$5,087.25          | \$5,087.25          | \$0.00            | \$5,087.25          | \$17,912.75         |
| 01-2750-140-000  | Sal-bus Driver                                     | \$165,370.00        | \$165,370.00        | \$90,648.63         | \$90,648.63         | \$0.00            | \$90,648.63         | \$74,721.37         |
| 01-2750-141-000  | Activity Driving                                   | \$22,000.00         | \$22,000.00         | \$10,057.47         | \$10,057.47         | \$0.00            | \$10,057.47         | \$11,942.53         |
| 01-2750-160-000  | Poverty - Town Drop                                | \$7,200.00          | \$7,200.00          | \$4,158.00          | \$4,158.00          | \$0.00            | \$4,158.00          | \$3,042.00          |
| 01-2750-210-000  | Social Security                                    | \$16,650.00         | \$16,650.00         | \$8,223.86          | \$8,223.86          | \$0.00            | \$8,223.86          | \$8,426.14          |
| 01-2750-220-000  | Retirement                                         | \$18,670.00         | \$18,670.00         | \$9,306.78          | \$9,306.78          | \$0.00            | \$9,306.78          | \$9,363.22          |
| 01-2750-230-000  | Health Ins                                         | \$6,500.00          | \$6,500.00          | \$5,163.84          | \$5,163.84          | \$0.00            | \$5,163.84          | \$1,336.16          |
| 01-2750-231-000  | Health Ins - Deductible                            | \$450.00            | \$450.00            | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$450.00            |
| 01-2750-290-000  | Other Emp Benefits                                 | \$2,000.00          | \$2,000.00          | \$292.43            | \$292.43            | \$0.00            | \$292.43            | \$1,707.57          |
| 01-2750-336-000  | Gas And Oil (Students)                             | \$65,000.00         | \$65,000.00         | \$22,995.14         | \$22,995.14         | \$0.00            | \$22,995.14         | \$42,004.86         |
| 01-2750-337-000  | Tires And Parts                                    | \$32,000.00         | \$32,000.00         | \$9,878.44          | \$9,878.44          | \$2,116.20        | \$11,994.64         | \$20,005.36         |
| 01-2750-338-000  | Bus Repairs                                        | \$15,000.00         | \$15,000.00         | \$2,164.25          | \$2,164.25          | \$500.00          | \$2,664.25          | \$12,335.75         |
| 01-2750-342-000  | Telephone                                          | \$500.00            | \$500.00            | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$500.00            |
| 01-2750-382-000  | Trans-Distance Learning                            | \$100.00            | \$100.00            | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$100.00            |
| 01-2750-410-000  | Pupil Trans Supplies                               | \$3,000.00          | \$3,000.00          | \$851.51            | \$851.51            | \$194.08          | \$1,045.59          | \$1,954.41          |
| 01-2750-460-000  | TRANS- Computer Hardware                           | \$1,000.00          | \$1,000.00          | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$1,000.00          |
| 01-2750-465-000  | TRANS-Software                                     | \$6,000.00          | \$6,000.00          | \$40.42             | \$40.42             | \$0.00            | \$40.42             | \$5,959.58          |
| 01-2750-540-000  | Bus Acquisition                                    | \$130,000.00        | \$130,000.00        | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$130,000.00        |
| 01-2750-630-000  | PUPIL TRANSPORTATION                               | \$500.00            | \$500.00            | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$500.00            |
| 01-2750-670-000  | Travel                                             | \$350.00            | \$350.00            | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$350.00            |
| 01-2750-690-000  | Other Misc                                         | \$10,000.00         | \$10,000.00         | \$2,210.90          | \$2,210.90          | \$0.00            | \$2,210.90          | \$7,789.10          |
| <b>Sub Total</b> |                                                    | <b>\$525,290.00</b> | <b>\$525,290.00</b> | <b>\$171,078.92</b> | <b>\$171,078.92</b> | <b>\$2,810.28</b> | <b>\$173,889.20</b> | <b>\$351,400.80</b> |
|                  |                                                    |                     |                     |                     |                     |                   |                     |                     |
| Primary Sort     | Secondary Sort Element                             |                     |                     |                     |                     |                   |                     |                     |
| 01               | Function:2760 - SCHOOL AGE SPECIAL EDUCATION PUPIL |                     |                     |                     |                     |                   |                     |                     |
| Account Code     | Description                                        | Adopted             | Current Budget      | Actuals             | YTD Actuals         | Encumbrance       | Projected           | YTD Available       |
| 01-2760-120-000  | Substitutes                                        | \$0.00              | \$0.00              | \$45.40             | \$45.40             | \$0.00            | \$45.40             | (\$45.40)           |
| 01-2760-140-000  | Salary-spEd Driver                                 | \$7,500.00          | \$7,500.00          | \$1,877.27          | \$1,877.27          | \$0.00            | \$1,877.27          | \$5,622.73          |
| 01-2760-210-000  | SpEd Social Security                               | \$575.00            | \$575.00            | \$135.64            | \$135.64            | \$0.00            | \$135.64            | \$439.36            |
| 01-2760-220-000  | SpEd Retirement                                    | \$740.00            | \$740.00            | \$189.91            | \$189.91            | \$0.00            | \$189.91            | \$550.09            |
| 01-2760-290-000  | Other Emp Benefits                                 | \$500.00            | \$500.00            | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$500.00            |
| 01-2760-331-000  | SPED SA Contracted                                 | \$2,500.00          | \$2,500.00          | \$0.00              | \$0.00              | \$0.00            | \$0.00              | \$2,500.00          |
| 01-2760-332-000  | Mil To Parents Sp Ed Reg                           | \$500.00            | \$500.00            | \$974.16            | \$974.16            | \$0.00            | \$974.16            | (\$474.16)          |
| 01-2760-336-000  | SCHOOL AGE SPECIAL EDUCATION PUPIL                 | \$1,000.00          | \$1,000.00          | \$1,268.69          | \$1,268.69          | \$0.00            | \$1,268.69          | (\$268.69)          |
| <b>Sub Total</b> |                                                    | <b>\$13,315.00</b>  | <b>\$13,315.00</b>  | <b>\$4,491.07</b>   | <b>\$4,491.07</b>   | <b>\$0.00</b>     | <b>\$4,491.07</b>   | <b>\$8,823.93</b>   |
|                  |                                                    |                     |                     |                     |                     |                   |                     |                     |
| Primary Sort     | Secondary Sort Element                             |                     |                     |                     |                     |                   |                     |                     |
| 01               | Function:4202 - TITLE I-                           |                     |                     |                     |                     |                   |                     |                     |
| Account Code     | Description                                        | Adopted             | Current Budget      | Actuals             | YTD Actuals         | Encumbrance       | Projected           | YTD Available       |
| 01-4202-110-000  | Title I - Salary                                   | \$92,665.00         | \$92,665.00         | \$32,682.42         | \$32,682.42         | \$0.00            | \$32,682.42         | \$59,982.58         |

|                  |                               |                     |                     |                    |                    |               |                    |                     |
|------------------|-------------------------------|---------------------|---------------------|--------------------|--------------------|---------------|--------------------|---------------------|
| 01-4202-120-000  | Title I - Substitute          | \$3,100.00          | \$3,100.00          | \$708.00           | \$708.00           | \$0.00        | \$708.00           | \$2,392.00          |
| 01-4202-130-000  | Staff Development - Title     | \$15,000.00         | \$15,000.00         | \$1,250.00         | \$1,250.00         | \$0.00        | \$1,250.00         | \$13,750.00         |
| 01-4202-210-000  | Title I - Social Security     | \$7,325.00          | \$7,325.00          | \$2,512.56         | \$2,512.56         | \$0.00        | \$2,512.56         | \$4,812.44          |
| 01-4202-220-000  | Title I - Retirement          | \$9,155.00          | \$9,155.00          | \$3,233.87         | \$3,233.87         | \$0.00        | \$3,233.87         | \$5,921.13          |
| 01-4202-230-000  | Title I - Health Insurance    | \$21,065.00         | \$21,065.00         | \$8,902.32         | \$8,902.32         | \$0.00        | \$8,902.32         | \$12,162.68         |
| 01-4202-231-000  | Title I - Health Ins. Deduct. | \$1,125.00          | \$1,125.00          | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$1,125.00          |
| 01-4202-290-000  | Title I - Income Protection   | \$235.00            | \$235.00            | \$79.74            | \$79.74            | \$0.00        | \$79.74            | \$155.26            |
| 01-4202-410-000  | Title I - Supplies            | \$3,500.00          | \$3,500.00          | \$70.00            | \$70.00            | \$0.00        | \$70.00            | \$3,430.00          |
| 01-4202-420-000  | Title I - Textbooks           | \$3,000.00          | \$3,000.00          | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$3,000.00          |
| 01-4202-670-000  | Title I - Travel              | \$2,000.00          | \$2,000.00          | \$0.00             | \$0.00             | \$0.00        | \$0.00             | \$2,000.00          |
| 01-4202-670-200  | Title 1-Instructional         | \$0.00              | \$0.00              | \$198.00           | \$198.00           | \$0.00        | \$198.00           | (\$198.00)          |
| 01-4202-690-000  | Other - PD                    | \$0.00              | \$0.00              | \$40.06            | \$40.06            | \$0.00        | \$40.06            | (\$40.06)           |
| <b>Sub Total</b> |                               | <b>\$158,170.00</b> | <b>\$158,170.00</b> | <b>\$49,676.97</b> | <b>\$49,676.97</b> | <b>\$0.00</b> | <b>\$49,676.97</b> | <b>\$108,493.03</b> |
|                  |                               |                     |                     |                    |                    |               |                    |                     |

|                           |                                                                                  |                    |                       |                 |                    |                    |                  |                      |
|---------------------------|----------------------------------------------------------------------------------|--------------------|-----------------------|-----------------|--------------------|--------------------|------------------|----------------------|
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:4213 - TITLE I -<br>SCHOOL IMPROVEMENT |                    |                       |                 |                    |                    |                  |                      |
| <b>Account Code</b>       | <b>Description</b>                                                               | <b>Adopted</b>     | <b>Current Budget</b> | <b>Actuals</b>  | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b> | <b>YTD Available</b> |
| 01-4213-690-000           | Title I Acct.- Other Expenses                                                    | \$20,000.00        | \$20,000.00           | \$431.27        | \$431.27           | \$0.00             | \$431.27         | \$19,568.73          |
| <b>Sub Total</b>          |                                                                                  | <b>\$20,000.00</b> | <b>\$20,000.00</b>    | <b>\$431.27</b> | <b>\$431.27</b>    | <b>\$0.00</b>      | <b>\$431.27</b>  | <b>\$19,568.73</b>   |
|                           |                                                                                  |                    |                       |                 |                    |                    |                  |                      |

|                           |                                                                                         |                    |                       |                |                    |                    |                  |                      |
|---------------------------|-----------------------------------------------------------------------------------------|--------------------|-----------------------|----------------|--------------------|--------------------|------------------|----------------------|
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:4404 - IDEA PART B<br>(611) BASE ALLOCATION - |                    |                       |                |                    |                    |                  |                      |
| <b>Account Code</b>       | <b>Description</b>                                                                      | <b>Adopted</b>     | <b>Current Budget</b> | <b>Actuals</b> | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b> | <b>YTD Available</b> |
| 01-4404-300-000           | IDEA PART B (611) BASE<br>ALLOCATION - BIRTH                                            | \$30,000.00        | \$30,000.00           | \$0.00         | \$0.00             | \$0.00             | \$0.00           | \$30,000.00          |
| <b>Sub Total</b>          |                                                                                         | <b>\$30,000.00</b> | <b>\$30,000.00</b>    | <b>\$0.00</b>  | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>    | <b>\$30,000.00</b>   |
|                           |                                                                                         |                    |                       |                |                    |                    |                  |                      |

|                           |                                                            |                   |                       |                |                    |                    |                  |                      |
|---------------------------|------------------------------------------------------------|-------------------|-----------------------|----------------|--------------------|--------------------|------------------|----------------------|
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:4406 - SPED IDEA |                   |                       |                |                    |                    |                  |                      |
| <b>Account Code</b>       | <b>Description</b>                                         | <b>Adopted</b>    | <b>Current Budget</b> | <b>Actuals</b> | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b> | <b>YTD Available</b> |
| 01-4406-300-000           | SPED IDEA PRESCHOOL-                                       | \$4,500.00        | \$4,500.00            | \$0.00         | \$0.00             | \$0.00             | \$0.00           | \$4,500.00           |
| <b>Sub Total</b>          |                                                            | <b>\$4,500.00</b> | <b>\$4,500.00</b>     | <b>\$0.00</b>  | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>    | <b>\$4,500.00</b>    |
|                           |                                                            |                   |                       |                |                    |                    |                  |                      |

|                           |                                                       |                     |                       |                |                    |                    |                  |                      |
|---------------------------|-------------------------------------------------------|---------------------|-----------------------|----------------|--------------------|--------------------|------------------|----------------------|
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:5000 - DEBT |                     |                       |                |                    |                    |                  |                      |
| <b>Account Code</b>       | <b>Description</b>                                    | <b>Adopted</b>      | <b>Current Budget</b> | <b>Actuals</b> | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b> | <b>YTD Available</b> |
| 01-5000-610-000           | Debt Service                                          | \$120,000.00        | \$120,000.00          | \$0.00         | \$0.00             | \$0.00             | \$0.00           | \$120,000.00         |
| <b>Sub Total</b>          |                                                       | <b>\$120,000.00</b> | <b>\$120,000.00</b>   | <b>\$0.00</b>  | <b>\$0.00</b>      | <b>\$0.00</b>      | <b>\$0.00</b>    | <b>\$120,000.00</b>  |
|                           |                                                       |                     |                       |                |                    |                    |                  |                      |

|                           |                                                         |                |                       |                |                    |                    |                  |                      |
|---------------------------|---------------------------------------------------------|----------------|-----------------------|----------------|--------------------|--------------------|------------------|----------------------|
| <b>Primary Sort</b><br>01 | <b>Secondary Sort Element</b><br>Function:6000 - SUMMER |                |                       |                |                    |                    |                  |                      |
| <b>Account Code</b>       | <b>Description</b>                                      | <b>Adopted</b> | <b>Current Budget</b> | <b>Actuals</b> | <b>YTD Actuals</b> | <b>Encumbrance</b> | <b>Projected</b> | <b>YTD Available</b> |
| 01-6000-110-000           | Summer-dr.ed. Salary                                    | \$0.00         | \$5,500.00            | \$0.00         | \$0.00             | \$0.00             | \$0.00           | \$5,500.00           |
| 01-6000-210-000           | Summer-dr.ed. Social Security                           | \$0.00         | \$500.00              | \$0.00         | \$0.00             | \$0.00             | \$0.00           | \$500.00             |

|                  |                               |               |                    |               |               |               |               |                    |
|------------------|-------------------------------|---------------|--------------------|---------------|---------------|---------------|---------------|--------------------|
| 01-6000-220-000  | Summer-dr.ed.-teacher Retirem | \$0.00        | \$550.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$550.00           |
| 01-6000-336-000  | Dr. Ed.-gas & Oil             | \$0.00        | \$1,500.00         | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$1,500.00         |
| 01-6000-410-000  | Dr. Ed.-supplies              | \$0.00        | \$750.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$750.00           |
| 01-6000-420-000  | Dr. Ed.-textbooks             | \$0.00        | \$500.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$500.00           |
| 01-6000-450-000  | Audio Visual                  | \$0.00        | \$500.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$500.00           |
| 01-6000-530-000  | Dr. Ed.-equipment             | \$0.00        | \$200.00           | \$0.00        | \$0.00        | \$0.00        | \$0.00        | \$200.00           |
| <b>Sub Total</b> |                               | <b>\$0.00</b> | <b>\$10,000.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$10,000.00</b> |
|                  |                               |               |                    |               |               |               |               |                    |

|                     |                               |
|---------------------|-------------------------------|
| <b>Primary Sort</b> | <b>Secondary Sort Element</b> |
| 01                  | Function:7820 - VOCATIONAL    |

| Account Code     | Description        | Adopted       | Current Budget    | Actuals         | YTD Actuals     | Encumbrance   | Projected       | YTD Available   |
|------------------|--------------------|---------------|-------------------|-----------------|-----------------|---------------|-----------------|-----------------|
| 01-7820-110-000  | Sal-ad Ed Voc Ed   | \$0.00        | \$600.00          | \$300.00        | \$300.00        | \$0.00        | \$300.00        | \$300.00        |
| 01-7820-210-000  | Social Security    | \$0.00        | \$50.00           | \$22.80         | \$22.80         | \$0.00        | \$22.80         | \$27.20         |
| 01-7820-220-000  | Retirement         | \$0.00        | \$60.00           | \$29.64         | \$29.64         | \$0.00        | \$29.64         | \$30.36         |
| 01-7820-230-000  | Health             | \$0.00        | \$0.00            | \$31.53         | \$31.53         | \$0.00        | \$31.53         | (\$31.53)       |
| 01-7820-313-000  | Purchased Services | \$0.00        | \$290.00          | \$0.00          | \$0.00          | \$0.00        | \$0.00          | \$290.00        |
| <b>Sub Total</b> |                    | <b>\$0.00</b> | <b>\$1,000.00</b> | <b>\$383.97</b> | <b>\$383.97</b> | <b>\$0.00</b> | <b>\$383.97</b> | <b>\$616.03</b> |
|                  |                    |               |                   |                 |                 |               |                 |                 |

|                     |                               |
|---------------------|-------------------------------|
| <b>Primary Sort</b> | <b>Secondary Sort Element</b> |
| 01                  | Function:8000 - TRANSFERS     |

| Account Code       | Description          | Adopted               | Current Budget        | Actuals               | YTD Actuals           | Encumbrance       | Projected             | YTD Available         |
|--------------------|----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-------------------|-----------------------|-----------------------|
| 01-8000-700-000    | TRANSFERS (OUTGOING) | \$200,000.00          | \$100,000.00          | \$0.00                | \$0.00                | \$0.00            | \$0.00                | \$100,000.00          |
| <b>Sub Total</b>   |                      | <b>\$200,000.00</b>   | <b>\$100,000.00</b>   | <b>\$0.00</b>         | <b>\$0.00</b>         | <b>\$0.00</b>     | <b>\$0.00</b>         | <b>\$100,000.00</b>   |
| <b>Grand Total</b> |                      | <b>\$8,267,000.00</b> | <b>\$8,267,000.00</b> | <b>\$3,507,080.01</b> | <b>\$3,507,080.01</b> | <b>\$9,552.11</b> | <b>\$3,516,632.12</b> | <b>\$4,750,367.88</b> |

|                     |            |
|---------------------|------------|
| <b>Actual</b>       | <b>42%</b> |
| <b>Budget</b>       | <b>50%</b> |
| <b>Under budget</b> | <b>8%</b>  |

# Activities Director's Report

February 13, 2017

I would like to Thank all the board members who have attended recent activities. It was great to see your support at the SPVA Conference Tournament in North Platte, Home Basketball Games and other various activities.

District Wrestling was held in Valentine this last Friday and Saturday. The team performed very well and have continued to improve. Matt and Jeff have done a tremendous job getting them prepared. We ended up 5th in the team standings and have 5 headed to Omaha. Wrestlers qualifying for state include Trevor Peterson 132 4th , Caleb Weiss 145 3rd, Bryson Fisher 160 1st, Caine Haarberg 182 2nd, and Eli Hinojosa 220 1st.

Chase County hosted the 23rd NCDA Show Choir Festival yesterday February 13th. The Junior High and High School Show Choir's both received Gold Trophies for their outstanding performances. Randy Hayes did an excellent job lining up the event and everything went smoothly. I would also like to thank Agnes Strand, Jill Mays, the Custodial Staff, Rex Felker, Kitchen Staff, and anybody else I may have left out for helping with the event. We had a total of 19 teams, only 5 of those teams received a Gold Trophy Award. This makes the group's 21st consecutive Gold Trophy. The last time our Junior High received at Gold Trophy was in 2011.

Sub-District Basketball will be at North Platte High this year.

Girls Monday (Feb. 13th), Tuesday (Feb. 14th) and Thursday (Feb. 16th)

Boys Monday (Feb. 20th), Tuesday (Feb. 21st) and Thursday (Feb. 23rd)

District Finals: TBA

Girls: Friday February 24th

Boys: Monday February 27th

The Girls are the #1 seed and will Play Tuesday February 14th at 5:00 PM MST vs. Cozad. If they win they will play the winner of Hershey & Ogallala on Thursday February 16h at 6:00 PM Mountain Time in North Platte at the High School.

The boys will be the #5 Seed. Their Sub-District bracket be will set on Tuesday February 14th. They will play #4 Cozad at North Platte High on Monday February 20th at 6:00 PM MST and if they win will play Gothenburg on Tuesday February 21st at 5:00 PM MST.

District Speech will be held in North Platte this year on Tuesday March 14th. State Speech will be held in Kearney on Thursday March 23rd.

I appreciate the opportunity to serve on the Track and Field Games Committee. The first meeting went very well and the school was reimbursed for the expenses.

There are over 40 students preparing for the Musical with both choir and non choir students. The musical is "Disney's TheLion King Jr." and is April 30th and May 1st.



## Chase County

**February, 2017**

| Sunday                                                                                                                      | Monday                                                                                                  | Tuesday                                                                                                 | Wednesday                                 | Thursday                                                                                                                                                                    | Friday                                                                                                                                             | Saturday                                                              |
|-----------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------|
|                                                                                                                             |                                                                                                         |                                                                                                         | 1<br>12:00pm FFA @ McCook                 | 2<br>2:00pm Basketball-B/JH Dundy County Stratton<br>2:00pm Basketball-G/JH Dundy County Stratton<br>4:30pm Basketball-G/C Team McCook<br>6:00pm Basketball-B/C Team McCook | 3<br>Parent's Night @ Longhorn Gym<br>4:00pm Basketball-G/JV/Varsity North Platte St. Pats<br>4:00pm Basketball-B/JV/Varsity North Platte St. Pats | 4<br>Speech @ Sutherland<br>9:00am Wrestling-JV Southwest vs. TBA     |
| 5<br>2:30 Dismissal<br>3:00pm-7:00pm Parent Teacher Conferences                                                             | 6<br>2:30 Dismissal<br>3:00pm-7:00pm Parent Teacher Conferences                                         | 7<br>2:30 Dismissal<br>3:00pm-7:00pm Parent Teacher Conferences                                         | 8<br>9:00am FFA District Contest @ Curtis | 9<br>4:30pm Basketball-B/JH McCook                                                                                                                                          | 10<br>TBD Wrestling-B/Varsity/JV Valentine vs. TBA                                                                                                 | 11<br>TBD Wrestling-B/Varsity/JV Valentine vs. TBA                    |
| 12<br>8:00am NCDA Show Choir Festival @ Auditorium<br>7:00pm Chase County Schools Education Foundation Meeting @ Board Room | 13<br>7:30am FFA @ Auditorium<br>5:00pm Basketball-G/Varsity TBA<br>6:00pm Monthly Meeting @ Board Room | 14<br>7:30am FFA @ Auditorium<br>5:00pm Basketball-G/Varsity TBA<br>6:00pm Monthly Meeting @ Board Room | 15                                        | 16<br>3:00pm Wrestling-B/Varsity/JV NSAA vs. TBA<br>6:00pm Basketball-G/Varsity TBA                                                                                         | 17<br>No School<br>11:30am Wrestling-B/Varsity/JV NSAA vs. TBA<br>5:00pm Basketball-B/JV/Varsity Sutherland                                        | 18<br>Speech @ Ogallala<br>8:30am Wrestling-B/Varsity/JV NSAA vs. TBA |
| 19<br>FFA                                                                                                                   | 20<br>TBD Basketball-B/Varsity TBA<br>FFA                                                               | 21<br>TBD Basketball-B/Varsity TBA<br>FFA                                                               | 22<br>FFA                                 | 23<br>TBD Basketball-B/Varsity TBA<br>FFA                                                                                                                                   | 24<br>TBD Basketball-G/Varsity TBA<br>FFA                                                                                                          | 25<br>9th St. Singers @ Grand Island<br>FFA                           |
| 26<br>TBD Basketball-B/Varsity TBA<br>7th-12th Vocal Concert @ Auditorium<br>Spring Practice                                | 27<br>7-12 Vocal Concert @ Auditorium<br>9:00am FFA District Contest @ Curtis                           | 28<br>7-12 Vocal Concert @ Auditorium<br>9:00am FFA District Contest @ Curtis                           |                                           |                                                                                                                                                                             |                                                                                                                                                    |                                                                       |

# March, 2017

| Sunday                                                           | Monday                                           | Tuesday                                                                                                                              | Wednesday | Thursday                                                                                                                    | Friday                                                         | Saturday                                                                             |
|------------------------------------------------------------------|--------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|--------------------------------------------------------------------------------------|
|                                                                  |                                                  |                                                                                                                                      | 1         | 2                                                                                                                           | 3                                                              | 4                                                                                    |
|                                                                  |                                                  |                                                                                                                                      |           | TBD Basketball-G/Varsity TBA                                                                                                | TBD Basketball-G/Varsity TBA                                   | TBD Basketball-G/Varsity TBA<br>6:00pm FFA @ CCS Commons Area<br>9:00pm FFA @ Eustis |
| 5                                                                | 6                                                | 7                                                                                                                                    | 8         | 9                                                                                                                           | 10                                                             | 11                                                                                   |
| Speech @ Hershey                                                 |                                                  | 7:00pm NWU Symphonic Band @ Auditorium                                                                                               |           | TBD Basketball-B/Varsity State Tournament vs. TBA<br>2:30pm End of 3rd Quarter                                              | TBD Basketball-B/Varsity State Tournament vs. TBA<br>No School | TBD Basketball-B/Varsity State Tournament vs. TBA                                    |
| 12                                                               | 13                                               | 14                                                                                                                                   | 15        | 16                                                                                                                          | 17                                                             | 18                                                                                   |
|                                                                  |                                                  | Speech Districts @ North Platte<br>7:30am FFA @ Auditorium<br>2:00pm SPVA Quiz Bowl @ Hershey<br>6:00pm Monthly Meeting @ Board Room |           | FFVF Trip<br>FFA @ Kearney<br>6:30pm 5-6th Vocal Concert @ Longhorn Gym<br>6:30pm 5-8th Instrumental Concert @ Longhorn Gym | FFVF Trip<br>4:00pm FFA @ Kearney                              | FFVF Trip<br>4:00pm FFA @ Kearney                                                    |
| 19                                                               | 20                                               | 21                                                                                                                                   | 22        | 23                                                                                                                          | 24                                                             | 25                                                                                   |
| FFVF Trip                                                        | FFVF Trip<br>6:30pm Spring Practice @ Auditorium | FFVF Trip<br>9:00am SPVA Vocal and Instrumental Music Contest @ Perkins County High School<br>6:30pm Spring Practice @ Auditorium    | FFVF Trip | Blood Drive<br>4:00pm Track-JV/Varsity Perkins County vs. Multiple Schools<br>6:30pm Spring Practice @ Auditorium           | 6:30pm Spring Practice @ Auditorium                            | Prom                                                                                 |
| 26                                                               | 27                                               | 28                                                                                                                                   | 29        | 30                                                                                                                          | 31                                                             |                                                                                      |
| 9th St. Singers @ Harvard<br>7:00pm Spring Practice @ Auditorium |                                                  | 6:30pm Spring Practice @ Auditorium                                                                                                  |           | 6:30pm Spring Practice @ Auditorium                                                                                         | 6:30pm Spring Practice @ Auditorium                            |                                                                                      |

**Course: Algebra I**

| FOCUS OF LEARNING                                                                                                                                              | ESSENTIAL STANDARDS COVERED                                                                                                                                                                                                                                                                                                                                               | STUDENT FRIENDLY STANDARDS ("I CAN...")                                                                                                                                                                               | SAMPLE PERFORMANCE QUESTIONS                                                                                                                                                                                                                                                                                                   | INTERVENTIONS FOR STUDENTS WHO STRUGGLE TO MASTER ESSENTIALS                                                                                                                                    | EXTENSION ACTIVITIES FOR STUDENTS WHO HAVE ALREADY MASTERED OR MASTER EARLY                                                  | ASSESSMENT / ARTIFACT / DEMONSTRATION OF MASTERY                                 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| <p><b>Unit:</b> 1. Number Sense</p> <p><b>Estimated number of days:</b></p> <p><b>8-10 Days</b></p> <p><b>When unit will be taught:</b> Quarter 1 - August</p> | <p><b>MA 12.1.1 Number System:</b> Students will represent and show relationships among complex numbers.</p> <p><b>MA 12.1.2 Operations:</b> Students will demonstrate the meaning and effects of arithmetic operations with real numbers.</p> <p><b>MA 12.1.3 Computation:</b> Students will compute fluently and accurately using appropriate strategies and tools.</p> | <p>"I can represent mathematical processes in oral or written form."</p> <p>"I can use order of operations to solve multi-step equations."</p> <p>"I can use multiple strategies to solve mathematical problems."</p> | <p>-Estimate the percentage of 3/14.</p> <p>-If <math>(\frac{3}{4} - \frac{2}{3}) + (\frac{1}{2} + \frac{1}{3})</math> = is calculated and the answer reduced to simplest terms, what is the denominator of the resulting fraction?</p> <p>Using mental math, explain the possible solutions to 21 by 15 in sentence form.</p> | <p><i>Depending on the lacking subskill, students will complete:</i></p> <p>EurekaMath - Pemdaz Supplement 1</p> <p>EurekaMath - Exponent Exploration</p> <p>Common Denominator Skill Drill</p> | <p>Students will create an infographic that compares the GNP/GDP of a major country to everyday products in their lives.</p> | <p>"C4L - Q1 Summative"</p> <p>Number Sense Quiz A</p> <p>Numbersense Quiz B</p> |

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Course: \_\_\_\_\_

| FOCUS OF LEARNING                                                                                                                          | ESSENTIAL STANDARDS COVERED                                                                                    | STUDENT FRIENDLY STANDARDS ("I CAN...")                                                                                                             | SAMPLE PERFORMANCE QUESTIONS                                                                              | INTERVENTIONS FOR STUDENTS WHO STRUGGLE TO MASTER ESSENTIALS                                             | EXTENSION ACTIVITIES FOR STUDENTS WHO HAVE ALREADY MASTERED OR MASTER EARLY              | ASSESSMENT / ARTIFACT / DEMONSTRATION OF MASTERY                                                                                                                                             |
|--------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Unit:</b> Title / theme / concept of instruction</p> <p><b>Estimated number of days:</b></p> <p><b>When unit will be taught:</b></p> | <p>Please use numbers as designated by department of education - substandards may be used when applicable.</p> | <p>These are "translations" of NDE standards that are to be shared with students for assistance with focus, self-assessment, and understanding.</p> | <p>Insert questions that, if the student has mastered the material, the student can answer with ease.</p> | <p>Answers the PLC question, "what will I do to support students who have not learned the material?"</p> | <p>Answers the PLC question, "what will I do if students already know the material?"</p> | <p>If possible, create a hyperlink to assessments or sample exemplars in this field. If the assessment is included in a C4L assessment (Fall 2017) include the assessment title as well.</p> |

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For organization's sake, I've organized my report under the components of the District TIP plan.

RTI- Throughout the past two Fridays, teaching staff have begun working on the creation of learning guides (template and example attached) that will clearly document the district's curriculum on a K-12 level. When first drafts are completed, they will be available on the school's website to clearly communicate learning objectives unit by unit. Internally, these will be a driver for teacher-to-teacher communication, particularly in the intervention process for students who struggle as well as how to extend learning for whom particular concepts are learned easily.

Common Instructional Language - Becky and I have penciled out preliminary versions of a team that will pilot various Marzano-based instructional practices and eventually work on the creation of an updated evaluation instrument. We have also formed the initial partnership of a coaching process with Cross County Schools who have been taking a similar approach.

PBiS - Currently, we are awaiting information regarding a potential grant. If this grant does not materialize, we are planning to still pursue PBiS training for all district staff. This is the component of the TIP plan that had the most positive reception from staff. There are some components of this approach that are already forming. Chelsie Thayer's MIC time class is working to revamp the Longhorn Pride awards in hopes of creating student ownership. They are also partnering with Jeremy Vlasin and the 8th grade Unity Council to proactively change the current student culture toward something more positive.

At this stage, the Growth Mindset and #chasecopride portions are in the planning stages as we are examining staff interest and attempting to form teams.

## February School Board Report

Parent Teacher Conferences were well attended on both February 6th and 7th. We also had a large number of people stop and visit with Mrs. Dickey in the office about the Title I program. They were able to get information and visit with her about the program. K-8 had about 440 meetings with parents. Most teachers in the K-4 elementary talked to 100% of their parents. The school provided subway sandwiches for the staff on Monday and PTO provided a taco bar on Tuesday. Both were greatly appreciated.

We are starting to work with the alignment process with all of the staff. The elementary is starting to work with their math and RWSL essential standards. The teachers have started off working with their grade level teams. We will then work on aligning our curriculum across grade levels to eliminate gaps and overlapping.

We had the K-4 PTO Book Parade on January 24th. It was very well attended. PTO will be sponsoring Donuts for Dads on February 21st.

I will be finished with the second observations for the non-tenured staff by the end of February.

## 2016-2017 NDE Approved Early Childhood Programs

|                                      |                                         |
|--------------------------------------|-----------------------------------------|
| Adams Central Public Schools *+      | Diller-Odell Public Schools +           |
| Ainsworth Community Schools          | Doniphan-Trumbull Public Schools        |
| Allen Consolidated Schools +         | Douglas County West Community Schools   |
| Alliance Public Schools -            | Dundy County Public Schools             |
| Alma Public Schools *                | East Butler Public Schools              |
| Amherst Public Schools               | Educational Service Unit 13             |
| Anselmo-Merna Public Schools         | Elba Public Schools                     |
| Ansley Public Schools                | Elgin Public Schools                    |
| Arapahoe Public Schools              | Elkhorn Public Schools                  |
| Arcadia Public Schools               | Elkhorn Valley Schools                  |
| Arlington Public Schools             | Elm Creek Public Schools +              |
| Ashland-Greenwood Public Schools     | Elmwood-Murdock Public Schools          |
| Auburn Public Schools + -            | Elwood Public Schools *                 |
| Aurora Public Schools -              | Emerson-Hubbard Public Schools          |
| Axtell Community Schools *           | Ewing Public Schools                    |
| Bancroft-Rosalie Community Schools + | Exeter-Milligan Public Schools *        |
| Banner County Public Schools +       | Fairbury Public Schools                 |
| Battle Creek Public Schools          | Falls City Public Schools -             |
| Bayard Public Schools +              | Fillmore Central Public Schools *       |
| Beatrice Public Schools +            | Fort Calhoun Community Schools          |
| Bellevue Public School               | Franklin Public Schools +               |
| Bennington Public Schools            | Freeman Public Schools +                |
| Bertrand Public Schools              | Fremont Public Schools + -              |
| Blair Community Schools +            | Friend Public Schools                   |
| Blue Hill Public Schools *           | Garden County Schools -                 |
| Boone Central Schools                | Gering Public Schools -                 |
| Broken Bow Public Schools + -        | Gibbon Public Schools                   |
| Bruning-Davenport Unified System     | Gordon-Rushville Public Schools +       |
| Burwell Public Schools +             | Grand Island Public Schools + -         |
| Callaway Public Schools              | Gretna Public Schools                   |
| Cambridge Public Schools +           | Hampton Public Schools                  |
| Cedar Bluffs Public Schools +        | Hartington-Newcastle Public Schools +   |
| Centennial Public Schools +          | Harvard Public Schools                  |
| Central City Public Schools -        | Hastings Public Schools -               |
| Central Valley Public Schools        | Hay Springs Public Schools +            |
| Centura Public Schools               | Hayes Center Public Schools             |
| Chadron Public Schools -             | Heartland Community Schools             |
| Clarkson Public Schools +            | Hemingford Public Schools               |
| Cody-Kilgore Public Schools          | Hershey Public Schools                  |
| Columbus Public Schools + -          | Hitchcock Co School System              |
| Conestoga Public Schools             | Holdrege Public Schools                 |
| Cozad City Schools +                 | Homer Community Schools                 |
| Crawford Public Schools              | Howells-Dodge Consolidated Schools      |
| Creighton Public Schools             | Humboldt Table Rock Steinauer Schools - |
| Crete Public Schools + -             | Johnson County Central Public Schools + |
| Cross County Community Schools       | Johnson-Brock Public Schools +          |
| David City Public Schools            | Kearney Public Schools -                |
| Deshler Public Schools +             | Kenesaw Public Schools *+               |

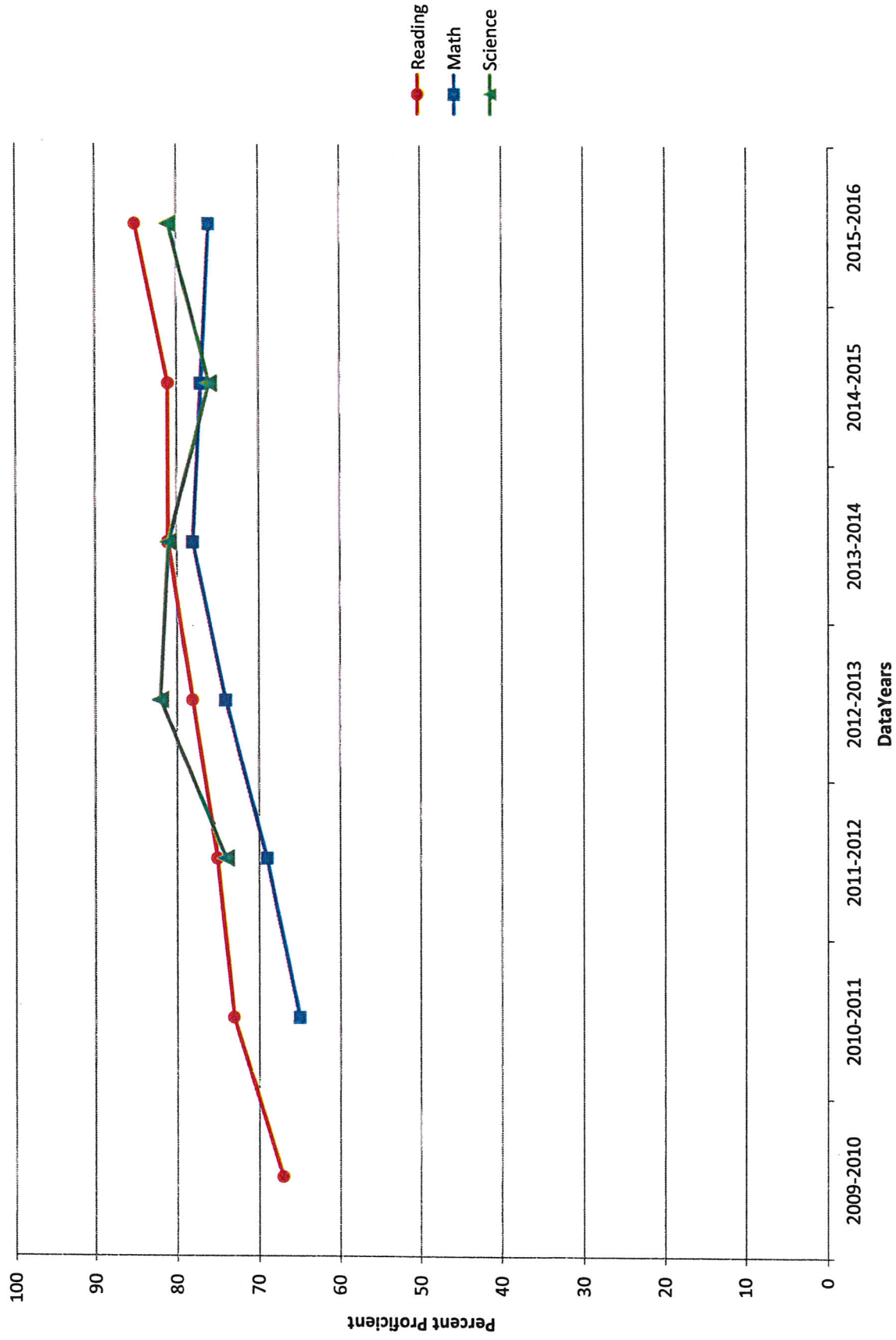
Kimball Public Schools  
Laurel-Concord-Coleridge Public Schools  
Lewiston Consolidated Schools +  
Lexington Public Schools -  
Lincoln Public Schools + -  
Litchfield Public Schools  
Loomis Public Schools +  
Louisville Public Schools  
Loup City Public Schools -  
Lynch Public Schools  
Lyons-Decatur Northeast Schools +  
Madison Public Schools +  
Maywood Public Schools  
Mc Cook Public Schools  
Mc Cool Junction Public Schools \*  
Medicine Valley Public Schools  
Meridian Public Schools  
Milford Public Schools  
Millard Public Schools + -  
Minatare Public Schools  
Minden Public Schools  
Mitchell Public Schools +  
Morrill Public Schools  
Nebraska City Public Schools +  
Nebraska Unified District 1  
Neligh-Oakdale Schools  
Newman Grove Public Schools  
Niobrara Public Schools +  
Norfolk Public Schools + -  
Norris School District 160 +  
North Bend Central Public Schools  
North Platte Public Schools +  
Northwest Public Schools +  
Oakland Craig Public Schools +  
Ogallala Public Schools +  
Omaha Public Schools -  
O'Neill Public Schools +  
Ord Public Schools + -  
Osceola Public Schools +  
Overton Public Schools +  
Palmer Public Schools  
Palmyra District O R 1 +  
Papillion-La Vista Public Schools + -  
Pawnee City Public Schools  
Paxton Consolidated Schools  
Pender Public Schools  
Perkins County Schools  
Pierce Public Schools

Plainview Public Schools  
Plattsmouth Community Schools -  
Pleasanton Public Schools  
Ponca Public Schools  
Ralston Public Schools +  
Randolph Public Schools +  
Ravenna Public Schools  
Red Cloud Community Schools  
Riverside Public Schools +  
Santee Community Schools -  
Sarpy County Cooperative Head Start  
Schuyler Community Schools -  
Scottsbluff Public Schools + -  
Scribner-Snyder Community Schools  
Seward Public Schools -  
Shelby - Rising City Public Schools  
Shelton Public Schools +  
Shickley Public Schools +  
Sidney Public Schools -  
Silver Lake Public Schools \*  
Sioux County Public Schools  
South Central NE Unified System 5  
South Sioux City Community Schools  
Southern School Dist 1 \*  
Southern Valley Schools \*  
Southwest Public Schools  
Springfield Platteview Community Schools  
St Edward Public Schools  
St Paul Public Schools -  
Stapleton Public Schools +  
Sterling Public Schools  
Stuart Public Schools  
Sumner-Eddyville-Miller Schools +  
Superior Public Schools  
Sutherland Public Schools +  
Sutton Public Schools  
Syracuse-Dunbar-Avoca Schools  
Tekamah-Herman Community Schools  
Thayer Central Community Schools +  
Thedford Public Schools  
Tri County Public Schools +  
Twin River Public Schools +  
Umo ho Nation Public Schools -  
Wahoo Public Schools  
Wakefield Public Schools  
Walthill Public Schools +  
Wauneta-Palisade Public Schools  
Wausa Public Schools +

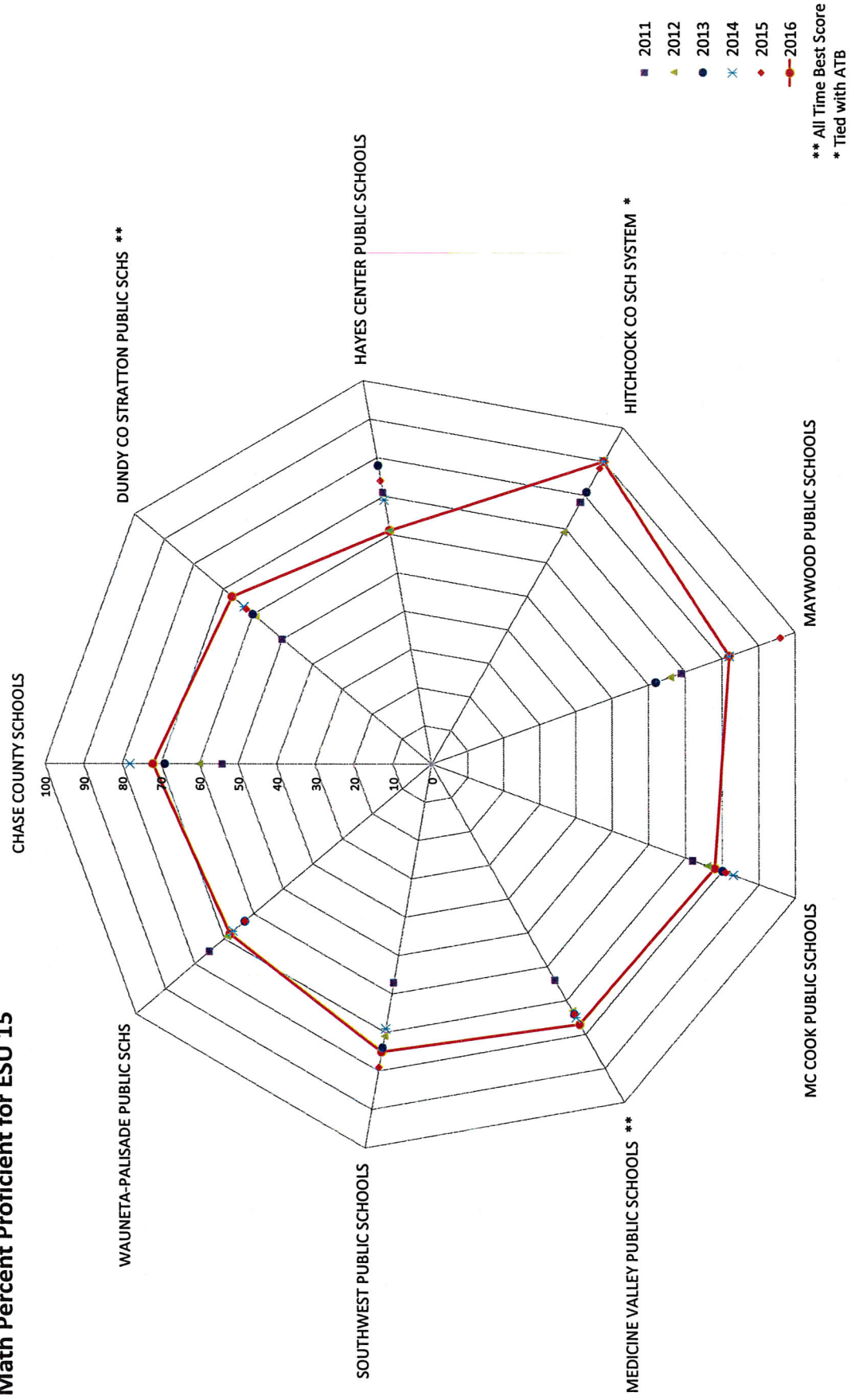
Waverly School District 145 +  
Wayne Community Schools +  
Weeping Water Public Schools +  
West Boyd School District  
West Holt Public Schools  
West Point Public Schools  
Westside Community Schools  
Wheeler Central Schools  
Wilber-Clatonia Public Schools  
Wilcox-Hildreth Public Schools \*  
Winnebago Public Schools + -  
Winside Public Schools  
Wisner-Pilger Public Schools +  
Wood River Rural Schools  
Wynot Public Schools  
York Public Schools + -  
Yutan Public Schools

\* Early Childhood Program Operated by an  
Educational Service Unit (ESU)  
+Early Childhood Grant Funded  
-Endowment (Sixpence) Grant Funded

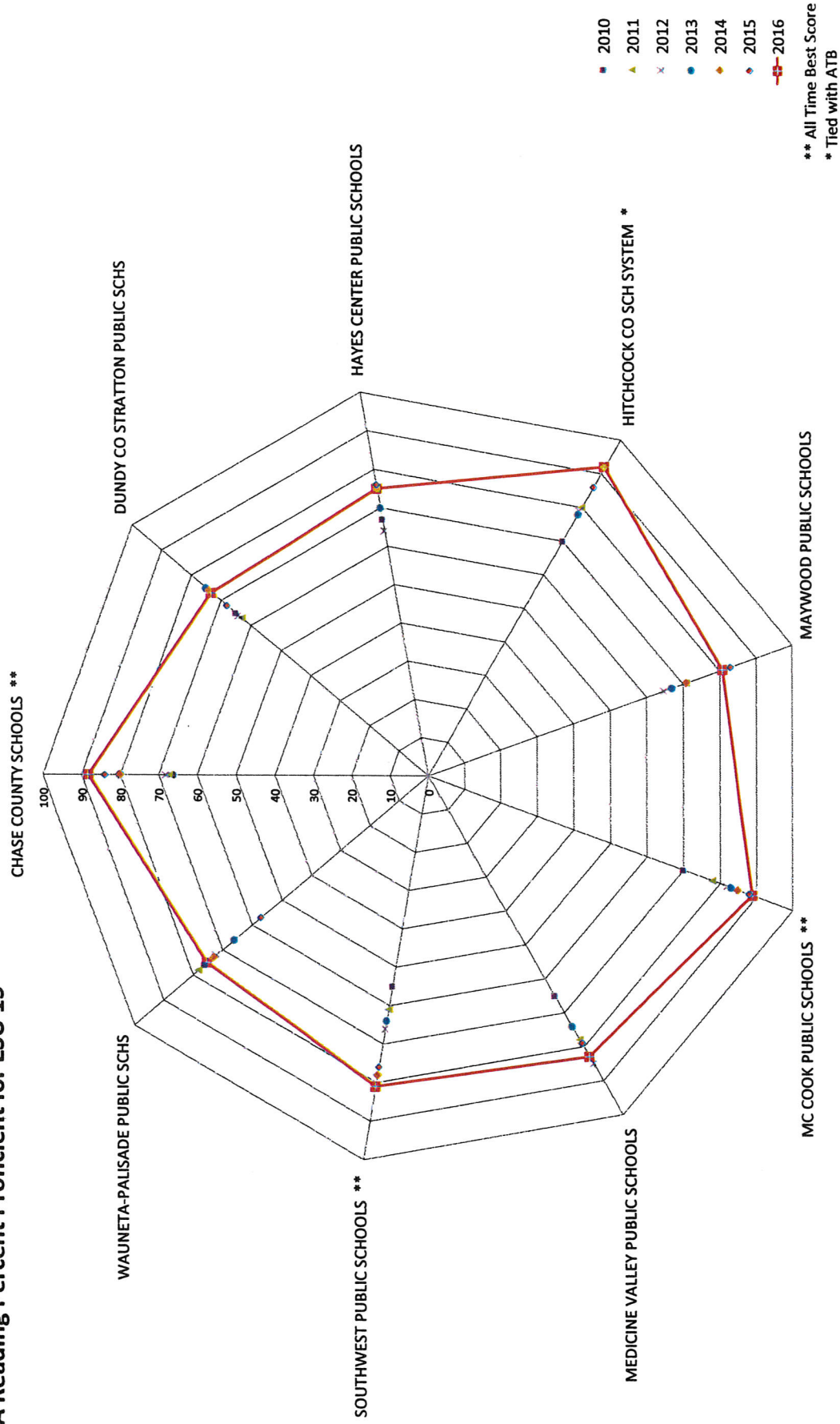
## NeSA Percent Proficient for ESU 15



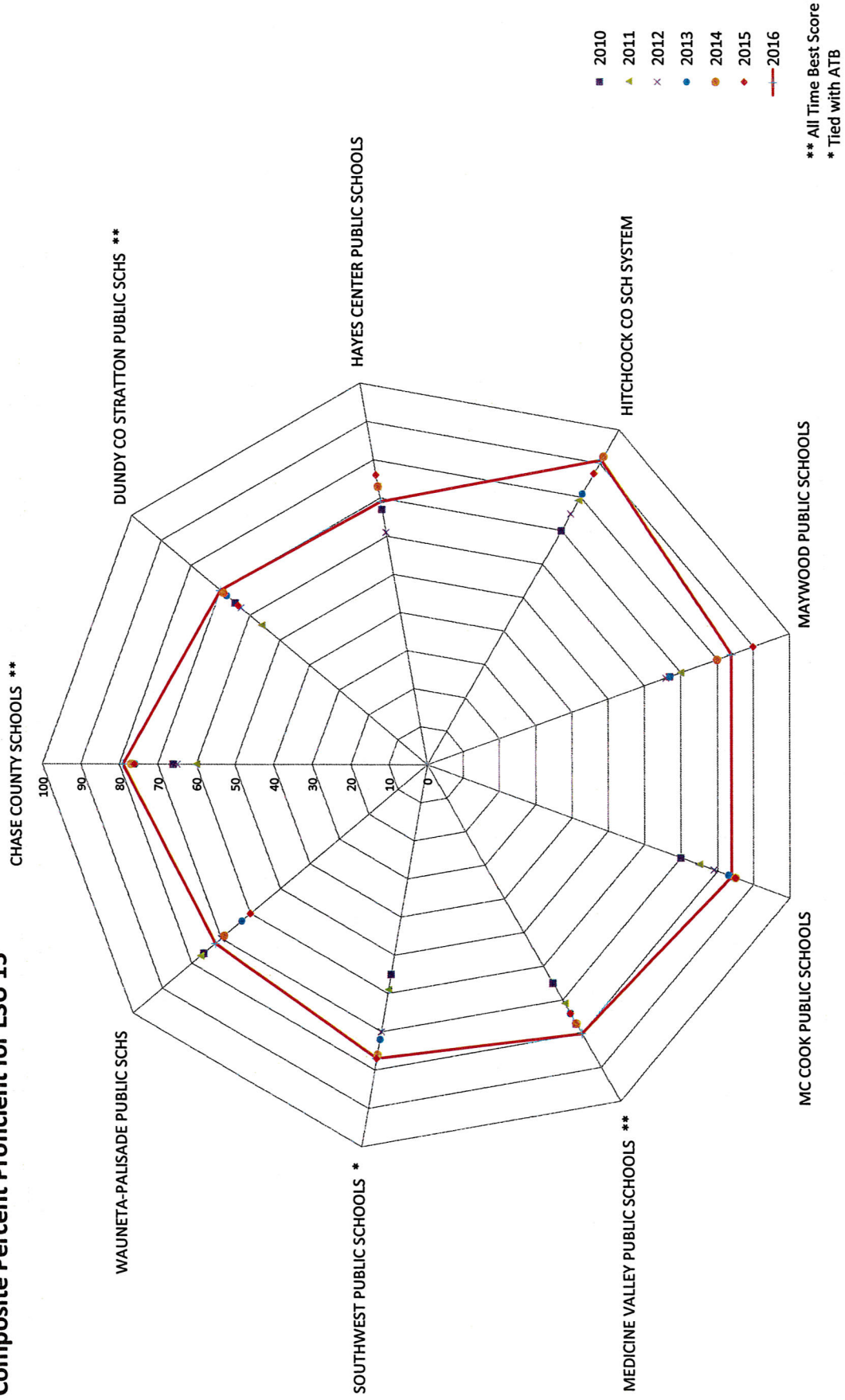
# NeSA Math Percent Proficient for ESU 15



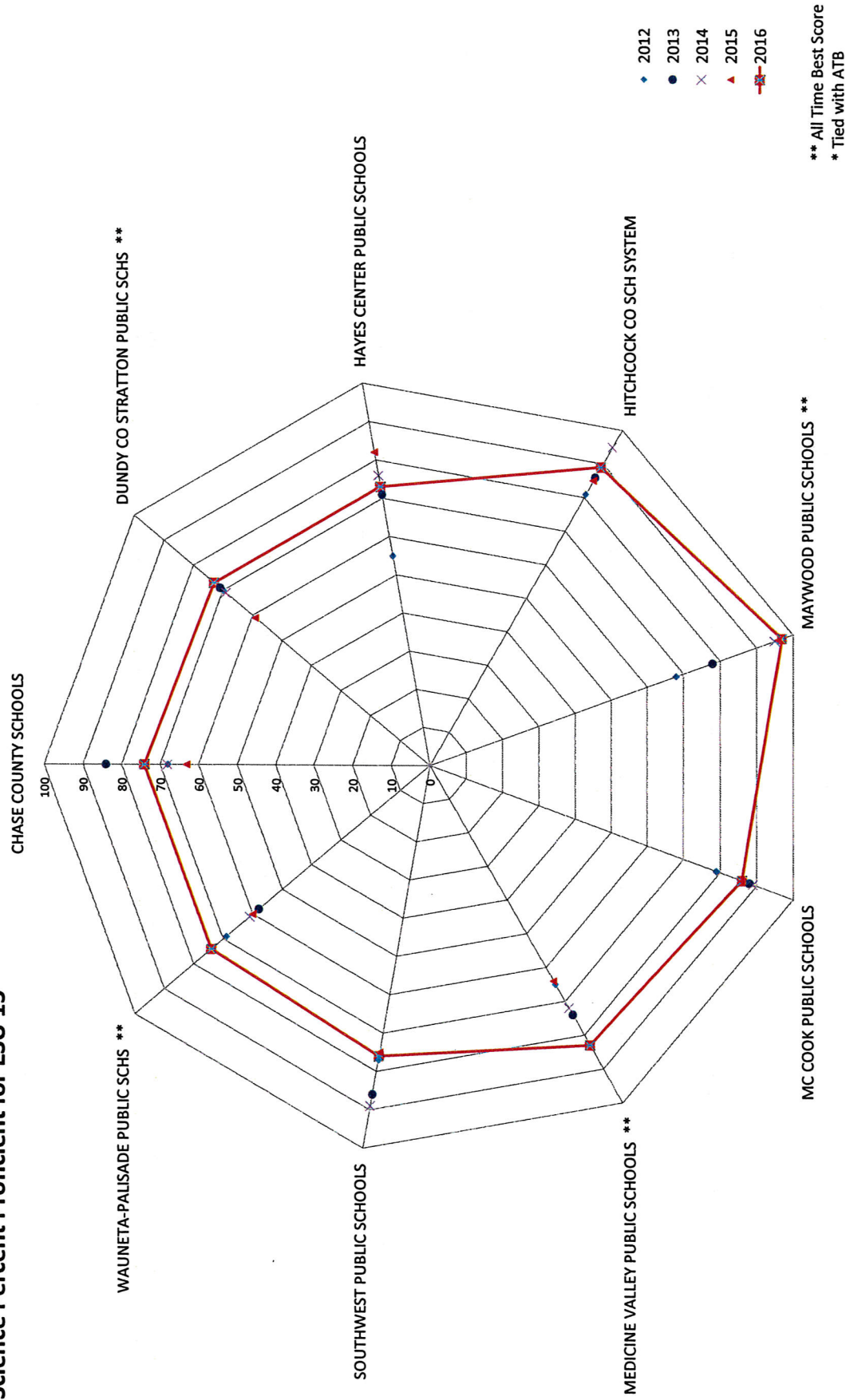
# NeSA Reading Percent Proficient for ESU 15



# NeSA Composite Percent Proficient for ESU 15



# NeSA Science Percent Proficient for ESU 15



# CONFERENCE REGISTRATION

## BACK TO THE BASICS OF SCHOOL LAW FOR BOARD MEMBERS

5:15 TO 9:00 PM

March 7 | Gering Civic Center - 1050 'M' Street  
Larry Baumann, Gerald Ostdiek, John L. Selzer

\* Registration Deadline | March 3, 2017

March 14 | Kearney Holiday Inn - 110 South 2nd Avenue  
Nicholas Lesiak, Tim Thompson, Cindy Volkmer

\* Registration Deadline | March 10, 2017

March 16 | Norfolk: Lifelong Learning Center - 801 Benjamin Avenue  
Nicholas Lesiak, Rex Schultze

\* Registration Deadline | March 13, 2017

March 21 | Lincoln: Holiday Inn SW Lincoln - 2500 Tamarin Ridge Road  
Perry Law Firm Attorneys

\* Registration Deadline | March 17, 2017

### TO REGISTER:

- Go to [www.NASBonline.org](http://www.NASBonline.org), and log in using your username and password
- *If you do not have a username and password or have forgotten it, please contact NASB at 800-422-4572 for assistance.*
- *\$20 cancellation fee by the registration deadline. No refunds after the deadline.*

Registration fees for the conference are as follows:

|                  |      |
|------------------|------|
| NASB MEMBER      | \$90 |
| CANCELLATION FEE | \$20 |

15 AWARDS OF ACHIEVEMENT POINTS WILL BE EARNED FOR ATTENDING

Suggested Audience:

Board Members | Superintendents/ESU Administrators

# BACK TO THE BASICS OF SCHOOL LAW

Perhaps the most imposing demand society places on school board members is the requirement that they know, and adhere to, the intent and limitations of the law. Nearly everything your board does is influenced by statutory regulations.

Your board has a duty to be informed about the basics of school law and when to reach out for legal services. This workshop, taught by attorneys who work with school law on a regular basis, will get you started in the right direction by presenting basic knowledge about the law, as it directly relates to your board service.

Past years' participants have suggested this is a "must" for all people serving in a position of school leadership. The workshop focuses on the basics: the fundamental concepts of school law which locally elected school board members need to know.

## AGENDA

REGISTRATION | 5:00 PM

LIGHT DINNER BUFFET | 5:15 PM

SCHOOL BOARD AUTHORITY | 6:00 PM

SCHOOL BOARD OPERATIONS | 6:30 PM

SCHOOL BOARD LIABILITY AND BOARD MEMBER LIABILITY | 7:00 PM

STUDENT RIGHTS | 7:40 PM

EMPLOYEE RIGHTS | 8:10 PM

THE BOARDS' AUTHORITY | 8:40 PM

QUESTIONS & ANSWERS | 8:50 PM

ADJOURNMENT | 9:00 PM

[www.NASBonline.org](http://www.NASBonline.org)

### Superintendent Report for February

1. CIP is underway and we have a team of teachers collecting data. We will finalize the plan this month.
2. We are currently researching ways to improve our bus check-in and out process. We have some plans we are looking at.
3. Finished RFP for lunch program. I will discuss the process and what we can look forward to over the next couple of months.
4. Starting the CRDC report. This process is very time consuming, but we will get through it.
5. We are looking at some summer school options and how we can address non-sped student issues.
6. Preschool discussion. 209 out of 245 districts have preschool.
7. March 3<sup>rd</sup> active shooter training.
8. Empathy training and classes for MS homerooms/or mini classes...coming soon.
9. We will be taking Trent, Chad and myself to Infinite Campus training tomorrow to prep for single sign on.
10. P/T conferences-successes, but areas of improvement.
11. Bus sold for \$12,700.
12. Show Choir festival was a success with MS and HS receiving gold.
13. Curriculum alignment process.
14. Alt ed conversation
15. New policy updates coming
16. Success stories-

SCHOOL DISTRICT #10  
hereinafter referred to as the Board

**Employment Policy**

Accepted by  
the Board in conjunction  
with the Imperial Education Association  
hereinafter referred to as the Association

2017-18

BOARD OF EDUCATION REPRESENTATIVE

ASSOCIATION REPRESENTATIVE

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## Article I – Principles

Line #

1       Section 1 -   This agreement is negotiated in order to establish the terms  
2                           and conditions of employment for all contracted certified  
3                           personnel. Certified employees excluded under this agreement  
4                           are administrators.

5       Section 2 -   The Board and the Association recognize the importance of  
6                           orderly, just and expeditious resolution of disputes which may  
7                           result from the interpretation or implementation of this  
8                           agreement (or based on an event or condition which affects the  
9                           terms and conditions of employment.) Accordingly, the parties  
10                          therein agree upon a grievance procedure for the effective  
11                          processing of such disputes.

12      Section 3 -   TERM OF AGREEMENT- This agreement will be in effect from  
13                           August 1, 2017 until July 31, 2018. In the event that the school  
14                           year begins without a successor agreement, this agreement  
15                           will remain in effect until July 31, 2019 unless a successor  
16                           agreement is ratified prior to July 31, 2018 by Board and  
17                           Association.

## Article II – Recognition

18      Section 1 -   The Board agrees to hereby recognize the Association as the  
19                           sole and exclusive negotiating agent for the purpose of  
20                           collective negotiations in matters relating to terms and  
21                           conditions of employment on behalf of all contracted  
22                           certificated personnel as defined in Article I, Section I.

## Article III – Negotiations Procedure

23      Section 1 -   The parties agree to enter into professional negotiations in  
24                           accordance with statutes in a good faith attempt to reach  
25                           agreement on all matters concerning the terms and conditions  
26                           of employment. Any agreement so negotiated shall be reduced  
27                           to writing, and be officially ratified by both parties. In the case  
28                           of impasse, it shall be resolved as provided by law.

29      Section 2 -   Neither party shall have any control over the selection of the  
30                           negotiating representatives of the other party, nor shall they  
31                           attempt to influence and/or exert pressures on the  
32                           membership of the other party by any means. This negotiating

33 committee is to be comprised of eight (8) members; four (4)  
34 members to represent the Board and four (4) members to  
35 represent the Association. At least one (1) member of each  
36 negotiation faction should serve on the committee the  
37 following year.

38 Section 3 - The parties mutually pledge that their representatives shall  
39 have the necessary power and authority to make proposals,  
40 consider other proposals and make counter-proposals in the  
41 course of negotiations.

42 Section 4 - Meetings shall be held at a mutually satisfactory time and place  
43 and shall be closed to the press and public. All proceedings  
44 shall be maintained by a mutually appointed recorder. All  
45 minutes shall be provided to the negotiations representatives  
46 by this recorder. One member of the negotiation  
47 representatives shall be elected by the representatives to  
48 preside at all negotiation meetings.

49 Section 5 - During negotiations, the Board and the Association shall  
50 present relevant data, exchange points of view and make  
51 proposals. Each party shall promptly make available to the  
52 other, upon, request, information within its possessions which  
53 is relevant to the subjects under discussion. Either party may,  
54 if it desires, utilize the services of outside consultants and may  
55 call upon professional and lay representatives to assist with  
56 negotiations.

57 Section 6 - Before the Board adopts a change in Board policy, listed in the  
58 policy book, which affects terms and conditions of  
59 employment, it shall notify the Association Advisory committee  
60 that it is considering such a change. The association shall have  
61 the right to negotiate with the Board for a mutually acceptable  
62 change in said policy, provided that it files such a request with  
63 Board within twenty (20) days after receipt of said notice has  
64 been verified. Any agreement so reached shall be reduced to  
65 writing, ratified, and become an addendum to this agreement.

66 Section 7 - The Board and the Association agree to begin negotiations for a  
67 Successor Agreement, in accordance with the procedures set  
68 forth in State law, in a good faith effort by both parties to reach  
69 continuing agreement on matters currently in the negotiated  
70 agreement and any other matters appropriate for collective  
71 negotiations which may then be of mutual concern or interest.

## Article IV – Salaries

- 72      Section 1 -      SALARIES – 2017-18 - Salaries of all certificated personnel  
73                              covered by this Agreement are set in the schedule which  
74                              appears in Appendix A. The teacher’s contract shall list the  
75                              current step and column placement of the contracted teacher.  
76                              Upon written request of the Association, the School District  
77                              shall provide the Association a report showing the current year  
78                              placement of each extra duty assignment and the insurance  
79                              fringe benefits provided each teacher.
- 80      Section 2 -      LISTING OF ASSIGNMENTS - The teacher’s contract shall list  
81                              the basic teaching salary and the salary for each supervisory,  
82                              coaching or other duty separately. The teacher’s contract shall  
83                              state the teaching assignments. (However, teaching  
84                              assignments may be made to include endorsed fields or areas  
85                              for which the teacher is licensed to teach.)
- 86      Section 3 -      SCHEDULE DEVIATIONS – The Board reserves the right to  
87                              exceed the agreed salary schedules set forth in Appendix A and  
88                              B on an individual basis.
- 89      Section 4 -      CONTRACT CHANGES – For all certificated personnel covered  
90                              by this agreement, the pay for duties performed different from  
91                              base contract will be negotiated between the individual and  
92                              the Board.
- 93      Section 5 -      ANNUITIES – The Board of Education shall purchase annuities  
94                              upon the request of teachers desiring to have such purchases  
95                              made with appropriate amounts withheld from their monthly  
96                              salary. All such requests must be made on appropriate written  
97                              forms signed by the teacher at least 30 days in advance of the  
98                              payroll.
- 99      Section 6 -      PAYROLL DEDUCTIONS – The Board of Education shall  
100                              maintain a payroll deduction policy for Association dues and  
101                              fees upon the request of the teacher. All deductions must be  
102                              asked for on appropriate forms signed by the teacher at least  
103                              30 days in advance of payroll. All deductions are to be  
104                              concluded with the May payroll.
- 105     Section 7 -      PAY DATE – The pay date for all certificated employees shall be  
106                              the tenth (10<sup>th</sup>) day of each month. If the pay day falls on a  
                                 weekend, payroll shall be distributed before noon on the  
107                              preceding Friday.

- 108 Section 8 - EDUCATION ADVANCEMENT  
109 A. Graduate hours above the B.A. degree will be allowed for  
110 advancement on the salary schedule. Graduate hours not  
111 approved by the superintendent as being in the teacher's  
112 particular area may upon the teacher's request, be evaluated  
113 by the Graduate Hours Review Committee. The hours will be  
114 approved if this committee establishes that the hours in  
115 question are (1) directly related to the responsibilities set forth  
116 in the employee's contract; (2) exhibit a distinct relevance and  
117 relationship to the teacher's contracted assignment and/or (3)  
118 customarily designated and recognized as professional courses  
119 in the teacher's area of responsibility. The Graduate Hours  
120 Review Committee shall be comprised of two (2) certificated  
121 representatives of the Association and two (2) school admin.
- 122 B. In order to advance horizontally beyond the B.A. column on the  
123 salary schedule, only Graduate hours can be utilized and any  
124 hours must have been taken after the completion of the B.A.  
125 degree. Prior approval from the superintendent is required. In  
126 no case can a teacher move vertically more than one step per  
127 year.
- 128 C. All college credits for advancement on the salary schedule  
129 must be verified before September 15, of each year by the  
130 registrar, college professor, or transcript. When verified by  
131 college professor, official transcript shall follow at or before  
132 the end of the first semester as documentation for pay steps.
- 133 D.  
134 a. 2016-17 staff will use the following until July 31, 2021.  
135 i. Graduate hours previously approved as being in the  
136 teacher's area and remaining in the teacher's area,  
137 but not being a part of the master's program auto-  
138 matically qualify for the M.A. +9 and M.A. +18 steps of  
139 the salary schedule.  
140 b. Staff hired after the 2016-17 school year and all staff as of  
141 August 1, 2021 will use the following.  
142 ii. In order to advance horizontally beyond the M.A.  
143 column on the salary schedule, only graduate hours  
144 can be utilized and any hours must have been taken  
145 after the completion of the M.A. degree. Prior approval  
146 from the superintendent is required. In no case can a  
147 teacher move vertically more than one step per year.
- 148 Section 9 - IRS-125 PLAN – The Board will provide an Internal Revenue  
149 Service Rule 125 Plan so that certificated personnel will have

150 the opportunity to pay additional health insurance premiums  
151 and other allowable benefits with tax-sheltered income. The  
152 School District will pay all charges associated with incorporating the 125-Plan.

153 Section 10 - NATIONAL CONTEST – Teachers sponsoring students that  
154 have qualified for a National Contest during non-contracted  
155 days will receive 1/184 of their salary as a stipend for each day  
156 a student is competing.

#### Article V – Fringe Benefits

157 A. Types of Leave:

158 Section 1 - SICK LEAVE – All certificated employees shall be entitled to ten  
159 (10) contract days of sick leave the first school year of employment as of the first official day of said school year and ten (10)  
160 contract days of each succeeding year accumulative to fifty  
161 (50) days. Any sick leave in excess of five (5) successive days  
162 will require a proof of illness. Employees will be entitled to  
163 use such leave for members of the immediate family. Immediate family is defined as spouse, mother, father, children,  
164 step-parents, step-children, and others under the employee's  
165 direct care.  
166  
167

168 Employees will be entitled to use sick leave for all dental or  
169 medical appointments for themselves or immediate family  
170 provided the sick leave time requested is justified and  
171 approved. Routine appointments will be scheduled to minimize loss of work time.  
172

173 Employees may be entitled to use sick leave at administrative  
174 discretion or administrative approval when a member of the  
175 extended family is seriously ill. The extended family is defined  
176 as non-dependent son or daughter and their immediate family,  
177 brother, sister, and grandparents of the employee or spouse,  
178 plus mother-in-law, father-in-law, step-parents and step-  
179 children of the employee.

180 In cases of long-term illness, the number of sick days may be  
181 extended upon approval by a majority vote of the school board.  
182 In the event that a certificated employee qualifies for long-term  
183 disability benefits as determined by the insurance carrier in  
184 force at such time of disability, that employee will be entitled  
185 to additional sick leave. The maximum amount of additional  
186 sick leave will be five (5) days. A lesser amount will be allowed

187 in the event said employee would receive concurrently both  
188 sick leave benefits and disability benefits.

189 Section 2 - PERSONAL LEAVE - Four (4) days personal leave (that leave  
190 available to the certificated employee without any reason  
191 being given to the administration or Board on three days  
192 notification of pending leave, with exception allowed for an  
193 unavoidable situation or circumstance) will be available to the  
194 certificated employee. Days preceding holidays must be  
195 approved by the administration. Any more than 3 teachers at  
196 the elementary level (K-6) or 3 teachers at the secondary level  
197 (7-12) requesting personal leave on any one day must be  
198 approved by the administration. Personal days not used will  
199 be paid to the teacher at current initial substitute rate. The  
200 reimbursement will be made in the last check of the contract  
201 year.

202 Section 3 PROFESSIONAL LEAVE – Professional leave shall be that leave  
203 being used by the certificated employee during the contract  
204 year for professional growth in areas of contracted response-  
205 bilities (with prior approval of the administration). Reimbur-  
206 sement, as per Board Policy, for such expenses incurred in  
207 professional growth shall be subject to prior approval of  
208 administration or Board.

209 Section 4 BEREAVEMENT – Bereavement leave (that leave felt to be  
210 needed by the certificated employee because of death in the  
211 family) shall be granted to each employee with approval of the  
212 administration. Family defined as same definition in SICK  
213 LEAVE plus niece, nephew, first uncle and aunt, grandchildren,  
214 son-in-law, daughter-in-law, step-parents and step-children of  
215 employee or spouse.

216 Section 5 SABBATICAL LEAVE – After a teacher has been employed by  
217 the district for a period of five years, the teacher may apply for  
218 a leave of absence up to one year, with or without partial pay.  
219 A teacher must have applied for sabbatical leave by January 15  
220 of the year prior to the intended leave. The teacher must  
221 guarantee in writing, to return to the school system at the end  
222 of said leave for a period of at least one year. Any teacher  
223 granted sabbatical leave shall be entitled to a teaching  
224 assignment in their endorsed areas as placement on the salary  
225 schedule in accordance with training and experience, except  
226 that the period of absence will not be counted as experience.  
227 The teacher may continue to be in the group health insurance  
228 plan at his or her own expense. There will be a quota of no

229 more than one teacher granted sabbatical leave per year. If  
230 more than one application is received, the Graduate Hours  
231 Review Committee as defined in Article IV, Section 8, will  
232 evaluate the application and make a recommendation to the  
233 Board. The Board will carefully consider such a request, and if  
234 a suitable substitute teacher can be employed for the period of  
235 such absence, the request may be granted.

236 Section 6 - UNPAID LEAVE – Unpaid leave is taken by an employee after  
237 all leave provisions have been exhausted. Unpaid leave up to  
238 and including nine (9) days during any three year time period  
239 may be granted with administrative approval. The number of  
240 unpaid days may be extended upon approval by a majority  
241 vote of the school board. If an employee should take unpaid  
242 leave, he/she shall forfeit a sum equal to 1 over the number of  
243 contract days for each day absent excluding Appendix B  
244 assignments. This does not affect Article V – A, Section 4.

245 Section 7 PENALIZATION – If an employee should take any leave that has  
246 not been approved by the administration or Board, he/she  
247 shall be penalized a sum equal to 1 over the number of contract  
248 days for each day absent, and for Appendix B assignments, 1  
249 over number of days of season as established by the Nebraska  
250 School Activities Association, 1 over the number of contract  
251 days where the assignment is year long, or 1 over length of  
252 season as established by the school where applicable. A  
253 contract of an employee who has been penalized for un-  
254 approved leave may be cancelled or amended for just cause.  
255 This does not affect Article V-A, Sections 1, 2, and 4.

256 Section 8 FAMILY AND MEDICAL LEAVE – For unpaid FMLA leave under  
257 the Family and Medical Leave Act, an employee shall forfeit for  
258 each day a sum equal to 1 over the number of contract days. If  
259 an employee has an Appendix B assignment, then unpaid leave  
260 under this Act shall include Appendix B. He/she shall forfeit,  
261 where Appendix B is applicable, a sum equal to 1 over the  
262 number of days of the season where established by the NSAA, 1  
263 over the number of days of contract where the season is year  
264 long, or 1 over the length of season established by the school  
265 where applicable. No deduction will be made on an Appendix  
266 B assignment if the absence is not detrimental to the program,  
267 i.e., sponsorship of an organization and/or class. Any pay back  
268 to be divided among the remaining number of payments of the  
269 contract.

270 Section 9 - ASSOCIATION LEAVE – Up to two (2) days of paid leave shall

271 be granted to the Association during the contract year to  
272 conduct Association business.

273 B. Insurance

274 Section 1 - MEDICAL – The District shall provide all certificated employees  
275 covered by this agreement the following health insurance  
276 benefits: For full-time certificated employees the district shall  
277 pay the entire cost of the premium for Blue Cross/Blue Shield  
278 \$1150 PPO Deductible with Pre-admission certification offered  
279 through the Educators Health Alliance (EHA). Under this  
280 agreement the District shall pay the deductible cost above the  
281 initial \$700 (single) or \$1400 (family) for each employee or  
282 family deductible. This benefit will be claimed by filing  
283 receipts and insurance statements through the 125 cafeteria  
284 plan provider. The District shall pay the cost of PPO Dental  
285 with 80% A & B coverage and 50% C coverage for each  
286 employee covered by this agreement. Employees will be  
287 placed on one of four (4) tiers based on their dependent  
288 structure. These tiers shall include Employee, Employee and  
289 Children, Employee and Spouse, or Employee, Spouse and  
290 Children. A married couple without dependent children, who  
291 are both employed by the district will each be placed on the  
292 Employee tier. Any employee covered by this agreement who  
293 is employed at 0.50 FTE or above shall be eligible to participate  
294 in the plan. The district will pay a portion of the premium cost  
295 equivalent to the FTE the employee is working. The insurance  
296 coverage will be selected and approved by the Association and  
297 by the Board on an annual basis. All insurance coverage on an  
298 employee shall terminate with the termination of that  
299 employee's contract. No cash will be given in lieu of insurance.

300 Section 2 - LONG-TERM DISABILITY – All employees shall be allowed  
301 .0027 of contracted salary subject to any rate changes of the  
302 present long-term disability insurance plan. The insurance  
303 coverage will be selected by the Association and approved by  
304 Board on an annual basis. All insurance coverage on an  
305 employee shall terminate with the termination of that  
306 employee's contract. No cash will be given in lieu of insurance.

Article VI – Conditions of Employment

307 Section 1 - TERMS OF CONTRACT – All certificated employees (covered by  
308 this agreement) shall be contracted for 184 days, unless the  
309 individual contract specifies shorter or longer periods of  
310 employment.

311 Section 2 - PART-TIME – Part-time certificated employees shall be entitled  
312 to fringe benefits pro rata to full time employment.

313 Section 3 - CONTRACT CALENDAR

314 A. NOTICE BY ADMINISTRATOR OF UNSATISFACTORY PERFORMANCE –  
315 On or before February 15<sup>th</sup> of each year, the Superintendent of  
316 Schools shall prepare and issue written notification to those  
317 tenured teachers whose professional performance is deemed  
318 unsatisfactory and may be just cause for termination of  
319 employment. This notice will be based on formal evaluations  
320 which identify deficiencies in professional performance. The  
321 teacher shall be counseled as to how to correct the alleged  
322 deficiencies and be granted sufficient time (April 1<sup>st</sup>) for  
323 correction or improvement. At any time during the school  
324 year, the Superintendent of Schools may prepare and issue  
325 notification to those tenured teachers for other just cause  
326 reasons as defined in Nebraska Statutes.

327 B. RETURN OF CONTRACT TO EMPLOYERS –  
328 Teachers will have at least 15 days to sign and return contracts  
329 after receipt thereof. Teachers will not be required to sign and  
330 return contracts earlier than April 1<sup>st</sup>.

331 Section 4 - RESIGNATION – The continued high quality of the professional  
332 staff is of utmost importance. Any certificated employee with  
333 the knowledge of contract resignation is encouraged, in good  
334 faith, to notify the Board of Education on or before the second  
335 Monday in May.

336 Section 5 - TEACHER RIGHTS

337 A. Nothing contained in this Agreement shall be construed to  
338 deny any teacher those rights provided under law. Rights  
339 granted to teachers herein shall be deemed to be in addition  
340 to those provided elsewhere.

341 B. No tenured teacher will be reprimanded or have compensation  
342 reduced or withheld, without just cause. Any suspension of a  
343 teacher, pending investigation and disposition of the case shall  
344 be with full pay. Action to the contrary by the Board or its  
345 agents shall be subject to the Grievance Procedure herein set  
346 forth.

347 C. The Board will not discriminate against any teacher with  
348 respect to terms and conditions of employment by reason  
349 of the teacher's membership in the Association and its

350 affiliates, the participation in collective negotiations with  
351 Board, or the institution of a grievance under the terms of  
352 this Agreement.

353 Section 6 - TEACHER DUTY DAY

354 A. Teachers shall have at least a 30-minute duty-free lunch.

## APPENDIX C

### Grievance Procedure

The purpose of this grievance procedure is to secure at the lowest possible level, an equitable solution to problems, which may from time to time arise concerning the interpretation, application, or meaning of the terms and conditions of employment for certified personnel in this school district. This grievance procedure is part of the Negotiated Agreement between the District and the Imperial Education Association.

#### Adopted

#### I. Definitions

- A. Grievance: Any claim or claims by a teacher, group of teachers, or the Association of an alleged violation, misinterpretation, or misapplication of terms and conditions of employment.
- B. Grievant: Teacher, group of teachers, or the Association making the claim as provided in Paragraph I.A.
- C. Time Limits: All time limits herein shall consist of teacher working days except when a grievance is submitted after the end of the school year; then time limits shall consist of all week days Monday through Friday, except holidays. The number of days indicated at each level should be considered maximum and every effort shall be made at all levels to expedite the process. Failure of any grievant to comply with the time limits contained herein shall constitute a waiver of right to appeal to the next step. Failure of the Board or its representatives to comply with the time limits at any level shall permit the grievant to appeal the grievance to the next level. All grievances must be dealt with in the contract year during which the alleged grievance took place.
- D. Grievance Meetings or Hearings: All meetings and hearings under this procedure up to and including Step 2 shall be conducted in private and shall include only the administration's representatives and the grievant and his/her designated representatives. If the grievant chooses to represent himself/herself, the Association shall have the right to be present as provided in Section II of this procedure. All parties shall have the right to record the proceedings of any hearing or meeting at all formal levels of the grievance procedure. Hearings before the board shall be closed, at the discretion of the grievant.

#### II. Association Representation

A grievant shall have the right to have Association representatives present to represent the grievant at each level of the grievance procedure. Where a grievant chooses to represent himself/herself, the Association, at its discretion, may have representatives present for any meetings, appeals, or other proceedings relating to a grievance, which has been formally presented. Nothing herein shall be construed as limiting the right of any teacher to discuss his/her grievance informally with his/her immediate superior and having the grievance adjusted informally. The Association shall be notified in writing of the issues and the settlements before any settlement becomes effective for any filed grievance. The grievant shall acknowledge in writing that a settlement has been reached. The settlement shall not be inconsistent with the terms of the negotiated agreement.

Under this provision, the Board of Education recognizes the Grievance Committee of the association and its grievance representatives as parties in interest to any grievance proceedings as provided above.

III. Reprisals

No reprisals of any kind shall be taken against any employee who utilizes this grievance procedure, whether member or non-member of the Association, by the Association or the District.

IV. Withdrawal of a Grievance

An employee may withdraw his/her grievance at any level of the procedure without fear of reprisal from any party. Where the Association feels that the issues involved should be resolved, the Association may assume the grievance at the point discontinued by the individual and proceed through the remainder of the procedure.

V. Advanced Step Filing

The grievance shall be initially filed at the level where the decision resulting in the grievance was made.

VI. The Procedure

The parties believe that it is usually most desirable for an employee and his immediate superior to resolve problems through free and informal communications. When requested by the teacher, a representative of the association may assist in this resolution. However, when the grievance remains unresolved, then the grievance may be processed as follows:

Step 1

Except as otherwise provided in Article V, Advanced Step Filing, the employee or the Association may present the grievance in writing to the employee's principal who will arrange for a meeting of the parties in interest within five (5) days from the date of the hearing to provide the grievant and the Association his/her written decision.

### Step 2

Except as otherwise provided in Article V, Advanced Step Filing, the grievant or the Association shall refer the grievance to the superintendent or his/her official designee within five (5) days of the receipt of the answer in Step 1. The superintendent shall arrange for a hearing with the grievant and the Association's representatives to take place within five (5) days of his/her receipt of the appeal. Each party shall have the right to include in his representation such witnesses deemed necessary to develop the facts pertinent to the grievance. The superintendent will have five (5) days from the date of the hearing to provide the grievant and the Association his/her written decision.

### Step 3

Except as otherwise provided in Article V, Advanced Step Filing, if the grievance is not resolved at Step 2, the grievant or the Association shall refer the grievance in writing to the Board president who shall have ten (10) days from the date the appeal is received in which to schedule a hearing on the grievance before the Board of Education. The hearing shall be scheduled within twenty (20) days of receipt of the appeal. Each party shall have the right to include in its representation such witnesses as it deems necessary to develop facts pertinent to the grievance. The Board will have five (5) days from the date of the hearing to notify, in writing, the grievant and the Association of the Board's decision.

### Step 4

If the Association is not satisfied with the disposition of the grievance at Step 3, or if a written decision has not been rendered within the time provided, the Association within thirty (30) days of the Board's reply may notify the Board, in writing, of its intent to submit the grievance to arbitration. The arbitrator shall be chosen by the parties and shall be a person mutually acceptable to the Board and the Association. If the Board of Education and the Association are unable to agree on an arbitrator within ten (10) days after receipt of notice, an arbitrator shall be sought from the American Arbitration Association. The arbitrator shall make a recommendation to resolve the grievance. No evidence or positions shall be submitted to the arbitrator by either party, which was not previously disclosed to the other party. The cost of the arbitrator shall be equally borne by the Board and the Association. All other expenses shall be borne by the party incurring the expense.

Nothing in Step 4 shall prevent an individual grievant from submitting a grievance to arbitration. Under such circumstances the Board and the individual shall share the selection of the arbitrator equally.



## APPENDIX A

BASE SALARY -- \$34,200.00 -- PERCENT -- 4.5 X 4.5

2017 - 2018

| STEP | BA        | BA+9      | BA+18     | BA+27     | BA+45     | MA        | MA+9      | MA+18     | PhD       |
|------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|
| 0    | 34,200.00 | 35,739.00 | 37,278.00 | 38,817.00 | 40,356.00 | 41,895.00 | 43,434.00 | 44,973.00 | 46,512.00 |
| 1    | 35,739.00 | 37,278.00 | 38,817.00 | 40,356.00 | 41,895.00 | 43,434.00 | 44,973.00 | 46,512.00 | 48,051.00 |
| 2    | 37,278.00 | 38,817.00 | 40,356.00 | 41,895.00 | 43,434.00 | 44,973.00 | 46,512.00 | 48,051.00 | 49,590.00 |
| 3    | 38,817.00 | 40,356.00 | 41,895.00 | 43,434.00 | 44,973.00 | 46,512.00 | 48,051.00 | 49,590.00 | 51,129.00 |
| 4    | 40,356.00 | 41,895.00 | 43,434.00 | 44,973.00 | 46,512.00 | 48,051.00 | 49,590.00 | 51,129.00 | 52,668.00 |
| 5    | 41,895.00 | 43,434.00 | 44,973.00 | 46,512.00 | 48,051.00 | 49,590.00 | 51,129.00 | 52,668.00 | 54,207.00 |
| 6    |           | 44,973.00 | 46,512.00 | 48,051.00 | 49,590.00 | 51,129.00 | 52,668.00 | 54,207.00 | 55,746.00 |
| 7    |           |           | 48,051.00 | 49,590.00 | 51,129.00 | 52,668.00 | 54,207.00 | 55,746.00 | 57,285.00 |
| 8    |           |           | 49,590.00 | 51,129.00 | 52,668.00 | 54,207.00 | 55,746.00 | 57,285.00 | 58,824.00 |
| 9    |           |           |           | 52,668.00 | 54,207.00 | 55,746.00 | 57,285.00 | 58,824.00 | 60,363.00 |
| 10   |           |           |           |           |           | 57,285.00 | 58,824.00 | 60,363.00 | 61,902.00 |
| 11   |           |           |           |           |           |           | 60,363.00 | 61,902.00 | 63,441.00 |
| 12   |           |           |           |           |           |           |           | 63,441.00 | 64,980.00 |

BASE SALARY: 34,200.00

**APPENDIX B**  
**Extra Assignment Salaries**  
**Percent of Base -- 2017-18**  
**HIGH SCHOOL ATHLETICS**

| No. of yrs. in<br>System | Head Softball<br>Cross Country<br>Head Golf<br>Head B/G Track | Volleyball<br>Football<br>Wrestling<br>B/G B-Ball | Asst. V-Ball<br>Asst. F-Ball<br>Asst. Wrestling<br>Asst. B/G B-Ball | Asst. B/G Track<br>Asst. Softball<br>Asst. Golf Asst.<br>CC | Fr. V-Ball<br>B/G Fr. B-Ball |  |  |  |
|--------------------------|---------------------------------------------------------------|---------------------------------------------------|---------------------------------------------------------------------|-------------------------------------------------------------|------------------------------|--|--|--|
| 1                        | 10.2% 3,488.40                                                | 12.6% 4,309.20                                    | 6.3% 2,154.60                                                       | 5.1% 1,744.20                                               | 4.6% 1,573.20                |  |  |  |
| 2                        | 11.0% 3,762.00                                                | 13.5% 4,617.00                                    | 6.8% 2,325.60                                                       | 5.5% 1,881.00                                               | 5.0% 1,710.00                |  |  |  |
| 3                        | 11.8% 4,035.60                                                | 14.5% 4,959.00                                    | 7.2% 2,462.40                                                       | 5.9% 2,017.80                                               | 5.4% 1,846.80                |  |  |  |
| 4                        | 12.6% 4,309.20                                                | 15.5% 5,301.00                                    | 7.7% 2,633.40                                                       | 6.3% 2,154.60                                               | 5.8% 1,983.60                |  |  |  |
| 5                        | 13.3% 4,548.60                                                | 16.4% 5,608.80                                    | 8.2% 2,804.40                                                       | 6.7% 2,291.40                                               | 6.2% 2,120.40                |  |  |  |
| 6                        | 14.1% 4,822.20                                                | 17.4% 5,950.80                                    | 8.7% 2,975.40                                                       | 7.1% 2,428.20                                               | 6.6% 2,257.20                |  |  |  |
| 7                        | 14.9% 5,095.80                                                | 18.4% 6,292.80                                    | 9.2% 3,146.40                                                       | 7.4% 2,530.80                                               | 7.0% 2,394.00                |  |  |  |
| 8                        | 15.7% 5,369.40                                                | 19.3% 6,600.60                                    | 9.7% 3,317.40                                                       | 7.8% 2,667.60                                               | 7.4% 2,530.80                |  |  |  |

**GRADE SCHOOL ATHLETICS**

|  | Head B/G B-Ball | Head Volleyball<br>B/G Track<br>Football |  | Wrestling   |  | Asst. Basketball |  | Asst. G/B Track<br>Asst. Football<br>Asst. Volleyball |
|--|-----------------|------------------------------------------|--|-------------|--|------------------|--|-------------------------------------------------------|
|  | 6.8% 2,325.60   | 5.8% 1,983.60                            |  | 2.7% 923.40 |  | 4.3% 1,470.60    |  | 3.9% 1,333.80                                         |

**HIGH SCHOOL EXTRA-CURRICULAR**

|  | Honor Society<br>Musical Asst. (1)<br>Fr. Class Spon.<br>Soph. Class Spon. | Sr. Class Sp (2)<br>St. Council | Annual, Quiz Bowl<br>Jr. Class Sp. (2)<br>Paper<br>One Act Assistant | Speech Assistant | Curriculum Coordinator<br>One Act FFA(2)<br>FCCLA, FBLA | Play<br>Musical | Vocal Music<br>Speech | 9-12 Instrumental Music<br>Cheerleader (2) |
|--|----------------------------------------------------------------------------|---------------------------------|----------------------------------------------------------------------|------------------|---------------------------------------------------------|-----------------|-----------------------|--------------------------------------------|
|  | 1.0% 342.00                                                                | 1.4% 478.80                     | 1.9% 649.80                                                          | 3.4% 1,162.80    | 3.9% 1,333.80                                           | 4.8% 1,641.60   | 6.8% 2,325.60         | 9.7% 3,317.40                              |

**GRADE SCHOOL EXTRA-CURRICULAR**

|  | 7-12 Vocal Music | Reading Coach (6) | Elementary Annual | K-6 Vocal Music<br>5-8 Instrumental Music |  | Gifted Extra Duty |  |
|--|------------------|-------------------|-------------------|-------------------------------------------|--|-------------------|--|
|  | 1.9% 649.80      | 1.9% 649.80       | 1.9% 649.80       | 4.8% 1,641.60                             |  | 1.0% 342.00       |  |

# Chase County Schools

## Tentative 2017-2018 SCHOOL YEAR CALENDAR

10-11 Teacher In-service  
22 Teacher In-service and Meet the teacher day 3:00-6:00 pm  
23 1<sup>st</sup> Day of school

7/10 Student/Staff Days

| AUGUST '17 |    |    |    |    |    |    |
|------------|----|----|----|----|----|----|
| S          | M  | T  | W  | Th | F  | S  |
|            |    | 1  | 2  | 3  | 4  | 5  |
| 6          | 7  | 8  | 9  | 10 | 11 | 12 |
| 13         | 14 | 15 | 16 | 17 | 18 | 19 |
| 20         | 21 | 22 | 23 | 24 | 25 | 26 |
| 27         | 28 | 29 | 30 | 31 |    |    |

2 Teacher Inservice  
3 School Resumes  
15 No School In-service

20/22 Student/Staff Days

| JANUARY '18 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             | 1  | 2  | 3  | 4  | 5  | 6  |
| 7           | 8  | 9  | 10 | 11 | 12 | 13 |
| 14          | 15 | 16 | 17 | 18 | 19 | 20 |
| 21          | 22 | 23 | 24 | 25 | 26 | 27 |
| 28          | 29 | 30 | 31 |    |    |    |

4 Labor Day (No School)  
18/19 PTC 3-7 2:30 Dismissal

20/20 Student/Staff Days

| SEPTEMBER '17 |    |    |    |    |    |    |
|---------------|----|----|----|----|----|----|
| S             | M  | T  | W  | Th | F  | S  |
|               |    |    |    |    | 1  | 2  |
| 3             | 4  | 5  | 6  | 7  | 8  | 9  |
| 10            | 11 | 12 | 13 | 14 | 15 | 16 |
| 17            | 18 | 19 | 20 | 21 | 22 | 23 |
| 24            | 25 | 26 | 27 | 28 | 29 | 30 |

5/6 PTC 3-7 2:30 Dismissal  
16-19 No School (Pres. Day)  
26 Spring Practice Begins

18/18 Student/Staff Days

| FEBRUARY '18 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    | 1  | 2  | 3  |
| 4            | 5  | 6  | 7  | 8  | 9  | 10 |
| 11           | 12 | 13 | 14 | 15 | 16 | 17 |
| 18           | 19 | 20 | 21 | 22 | 23 | 24 |
| 25           | 26 | 27 | 28 |    |    |    |

19 End 1<sup>st</sup> Quarter 2:30 dismissal  
20-23 Fall Break (No School)

20/20 Student/Staff Days

| OCTOBER '17 |    |    |    |    |    |    |
|-------------|----|----|----|----|----|----|
| S           | M  | T  | W  | Th | F  | S  |
|             |    |    |    |    |    |    |
| 1           | 2  | 3  | 4  | 5  | 6  | 7  |
| 8           | 9  | 10 | 11 | 12 | 13 | 14 |
| 15          | 16 | 17 | 18 | 19 | 20 | 21 |
| 22          | 23 | 24 | 25 | 26 | 27 | 28 |
| 29          | 30 | 31 |    |    |    |    |

5 Conference Speech Teacher In-service  
8 End 3<sup>rd</sup> quarter 2:30 dismissal  
9 No School  
17 Prom

20/21 Student/Staff Days

| MARCH '18 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    |    | 1  | 2  | 3  |
| 4         | 5  | 6  | 7  | 8  | 9  | 10 |
| 11        | 12 | 13 | 14 | 15 | 16 | 17 |
| 18        | 19 | 20 | 21 | 22 | 23 | 24 |
| 25        | 26 | 27 | 28 | 29 | 30 | 31 |

10 Veterans Day  
13 Winter practice begins  
22-26 Thanksgiving Break Dismiss @ 2:30

20/20 Student/Staff Days

| NOVEMBER '17 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    | 1  | 2  | 3  | 4  |
| 5            | 6  | 7  | 8  | 9  | 10 | 11 |
| 12           | 13 | 14 | 15 | 16 | 17 | 18 |
| 19           | 20 | 21 | 22 | 23 | 24 | 25 |
| 26           | 27 | 28 | 29 | 30 |    |    |

13-16 Easter Break  
20-District Music In-Service

18/19 Student/Staff Days

| APRIL '18 |    |    |    |    |    |    |
|-----------|----|----|----|----|----|----|
| S         | M  | T  | W  | Th | F  | S  |
|           |    |    |    |    |    |    |
| 1         | 2  | 3  | 4  | 5  | 6  | 7  |
| 8         | 9  | 10 | 11 | 12 | 13 | 14 |
| 15        | 16 | 17 | 18 | 19 | 20 | 21 |
| 22        | 23 | 24 | 25 | 26 | 27 | 28 |
| 29        | 30 |    |    |    |    |    |

20 End of Semester 1 2:30 Dismissal  
21 Teacher In-service  
22 Staff Comp day for PTC  
23-27 NSAA No Practice

15/16 Student/Staff Days  
82/86

| DECEMBER '17 |    |    |    |    |    |    |
|--------------|----|----|----|----|----|----|
| S            | M  | T  | W  | Th | F  | S  |
|              |    |    |    |    | 1  | 2  |
| 3            | 4  | 5  | 6  | 7  | 8  | 9  |
| 10           | 11 | 12 | 13 | 14 | 15 | 16 |
| 17           | 18 | 19 | 20 | 21 | 22 | 23 |
| 24           | 25 | 26 | 27 | 28 | 29 | 30 |
| 31           |    |    |    |    |    |    |

11 Last Day Seniors  
12 Graduation  
23 Last Day K -11 Dismiss 2:30  
24 Staff In-Service Day

17/18 Student/Staff Days  
175/184 Student/Staff Days

| MAY '18 |    |    |    |    |    |    |
|---------|----|----|----|----|----|----|
| S       | M  | T  | W  | Th | F  | S  |
|         |    | 1  | 2  | 3  | 4  | 5  |
| 6       | 7  | 8  | 9  | 10 | 11 | 12 |
| 13      | 14 | 15 | 16 | 17 | 18 | 19 |
| 20      | 21 | 22 | 23 | 24 | 25 | 26 |
| 27      | 28 | 29 | 30 | 31 |    |    |

Professional Development Days  
No School Days

# ***Chase County Schools***

## ***Tentative 2017-2018 SCHOOL YEAR CALENDAR***

***Early Dismissal Day***

# **DRAFT 2-13-17**

VIEW

### 2015 - 2016 Financial Report Annual

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

#### Financial Contact

Version: Original

|                   | Salutation                     | First Name | Last Name           |
|-------------------|--------------------------------|------------|---------------------|
| 1. Contact Name:  | <input type="text"/>           | Joseph     | Lefdal              |
| 2. Title:         | Superintendent                 |            |                     |
| 3. Email Address: | jlefdal@chasecountyschools.org |            |                     |
| 4. Phone:         | (308) 882-4304                 | Ext:       | Fax: (308) 882-5629 |

#### General Information

Reporting Period: July 01, 2015 to June 30, 2016

| No.                                          | Description                                            | Total               |
|----------------------------------------------|--------------------------------------------------------|---------------------|
| <b>Cash Income</b>                           |                                                        |                     |
| 5.                                           | Open Cash Balance                                      | \$85,424.00         |
| 6.                                           | Federal Reimbursement                                  | \$104,223.00        |
| 7.                                           | State Reimbursement                                    | \$759.00            |
| 8.                                           | Child Payments                                         | \$151,475.00        |
| 9.                                           | Adult Payments                                         | \$0.00              |
| 10.                                          | School District Contributions                          | \$40,000.00         |
| 11.                                          | Transfer from Savings                                  | \$0.00              |
| 12.                                          | Loans                                                  | \$0.00              |
| 13.                                          | All Other                                              | \$2,100.00          |
|                                              | <b>Total Cash Income</b>                               | <b>\$383,981.00</b> |
| <b>Cash Expenditures</b>                     |                                                        |                     |
| 14.                                          | Food                                                   | \$139,642.00        |
| 15.                                          | Labor                                                  | \$110,637.00        |
| 16.                                          | Repayment of Loan                                      | \$0.00              |
| 17.                                          | Transfer to Savings                                    | \$0.00              |
| 18.                                          | Equipment                                              | \$0.00              |
| 19.                                          | All Other                                              | \$18,786.00         |
|                                              | <b>Total Cash Expenditures</b>                         | <b>\$269,065.00</b> |
| <b>Cash Available</b>                        |                                                        |                     |
| 20.                                          | Close Cash Balance                                     | \$114,916.00        |
| 21.                                          | Savings Account                                        | \$0.00              |
| 22.                                          | Cash Due Program                                       | \$0.00              |
| 23.                                          | Other Cash Assets<br>(accrued earnings on investments) | \$0.00              |
|                                              | <b>Total Cash Available</b>                            | <b>\$114,916.00</b> |
| <b>Cash Payable &amp; Net Cash Resources</b> |                                                        |                     |
| 24.                                          | Unpaid Bills: Food                                     | \$0.00              |
| 25.                                          | Unpaid Bills: Non-Expendable Equipment                 | \$0.00              |
| 26.                                          | Unpaid Bills: Other                                    | \$0.00              |
| 27.                                          | Due Other Funds                                        | \$0.00              |
|                                              | <b>Total Cash Payable &amp; Net Cash Resources</b>     | <b>\$0.00</b>       |
| <b>Net Cash Resources</b>                    |                                                        |                     |
| 28.                                          | Net Cash Resources Amount                              | \$114,916.00        |
|                                              | <b>Total Net Cash Resources</b>                        | <b>\$114,916.00</b> |

Comments:

**CHILD NUTRITION PROGRAMS  
FOOD SERVICE MANAGEMENT COMPANY**

SCHOOL FOOD AUTHORITY: Chase County Schools

**REQUEST FOR PROPOSAL AND CONTRACT  
FIXED PRICE**

Nebraska Department of Education  
Nutrition Services  
301 Centennial Mall South  
P.O. Box 94987  
Lincoln, NE 68509-4987  
Phone (402) 471-2488  
Toll-free (800) 731-2233

Website <http://www.education.ne.gov>

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1. Mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;
2. Fax: (202) 690-7442; or
3. Email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.

## REQUEST FOR PROPOSAL AND CONTRACT INDEX

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Fixed Price RFP and Contract  
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|                                                                                     |    |
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### **GENERAL INFORMATION**

The Nebraska Department of Education Nutrition Services (NDE) is not and will not be a party to any contract between a School Food Authority (SFA) and a Food Service Management Company (FSMC). The SFA has full responsibility for ensuring that the terms of the contract are fulfilled. NDE is required to ensure the SFA is in compliance with State and Federal procurement standards, cost principles and applicable Federal Program regulations. NDE has no involvement with the enforcement of this contract; however, can deny payment of all meals received or purchased if terms of the contract are not fulfilled.

### **PROCESS**

**NDE must approve the entire Request for Proposal (RFP) package prior to proposal solicitation.** Notice of Request for Proposals must be advertised at least once in a newspaper with state-wide distribution and sent to FSMCs that have expressed interest in operating in Nebraska (a list may be obtained from NDE).

**After a decision has been made and before the contract is signed, NDE must review and approve the following items:**

- a. newspaper advertisement with date of publication (see sample advertisement below);
- b. list of FSMCs that received the solicitation, RFP documents, and all addendums issued via email or postal mail;
- c. list of FSMCs in attendance at the pre-proposal meeting, along with a written copy of all questions with answers posted from the meeting (and provided to all FSMCs);
- d. correspondence or documented phone conversations from FSMC's opting not to submit a proposal;
- e. completed, scored Award Criteria from each committee member who completed an evaluation for each FSMC submitting a proposal;
- f. for the FSMC selected, the completed RFP/Contract and any FSMC addendums; and
- g. all FSMC certifications and attachments.

## I. INTRODUCTION

This document contains a Request for Proposal (RFP) for providing food service management for SFAs participating in the United States Department of Agriculture's (USDA) Child Nutrition Programs (CNP) and sets forth the terms and conditions applicable to the proposed procurement. Upon acceptance, this document shall constitute the contract between the offeror and the SFA.

**The SFA and FSMC must initial each page to confirm all terms were read and agreed to.**

## II. REQUEST FOR PROPOSAL/INSTRUCTIONS

### A. Legal Notice

Notice is hereby given that Chase County Schools  
School Food Authority, hereinafter referred to as the SFA, intends to examine alternatives to its present food service program.

No intent should be construed from this legal notice that the SFA intends to enter into a contract with any party for alternative food service unless, in the sole opinion of the SFA, it is in the SFA's best interest to do so.

The SFA reserves the right to accept any proposal which it determines most favorable and responsive to the interest of the SFA. The SFA will reject any proposals that are submitted past the due date, and/or proposals that are overly responsive, non-responsive, or not in the best interest of the SFA.

The Offeror to this RFP will be referred to as the FSMC, and any contract that may arise from this RFP will be between the FSMC and the SFA.

### B. Request for Proposal

1. The SFA will consider: **Fixed Price Meal Proposal**
2. **Proposals will be received until:**  
**Date:** April 12, 2017  
**Time/Time Zone:** 12:00 PM MT  
**for supplying the SFA (SFA Name):** Chase County Schools  
**with food service management services during school year 2017-2018**  
**with options for renewal of the contract for four additional terms of one year each.**
3. **Proposals** are subject to all the conditions and specifications attached hereto. Proposals will be received in the office of Superintendent and shall be marked on the envelope "**Food Service Management Proposal**" with the FSMC's return address also marked on the envelope.

**SAMPLE ADVERTISEMENT**

**Nebraska SFA:** Chase County Schools **Number of Students:** 640  
is seeking sealed proposals from Food Service Management Companies for the management and operation of the district's food program. The RFP can be obtained by contacting:  
**Name:** Joseph Lefdal  
**Title:** Superintendent  
**SFA:** Chase County Schools  
**Address:** 520 E. 9<sup>th</sup> St, Imperial, NE 69033  
**Phone:** 308-882-4304  
**Email:** jlefdal@chasecountyschools.org  
**Date proposals must be received by:** April 12, 2017 **Time/Time Zone:** 12:00PM MT  
**Date proposals opened:** 4/12/2017 **Time/Time Zone:** 12:00PM MT  
**Location:** Chase County School Board Room  
**Address:** 520 E. 9<sup>th</sup> St., Imperial, NE 69033

**NDE's RFP TIMELINE**

|                        |                                                                                                                                                                                                                                                                          |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>December</b>        | SFAs considering a Food Service Management Company (FSMC) for the next school year <u>must</u> contact NDE to receive the Request for Proposal (RFP) Packet.                                                                                                             |
| <b>February 1</b>      | Deadline for SFAs to begin the RFP process if planning to contract with a FSMC for the next school year.                                                                                                                                                                 |
| <b>February –March</b> | NDE must approve the entire RFP package prior to advertisement.                                                                                                                                                                                                          |
| <b>March 30</b>        | Last date for RFP advertisement in a newspaper with statewide distribution. Advertisement should be sent to all FSMCs operating or expressing interest in operating in NE. A sixty (60) calendar day solicitation period is required from the date of the advertisement. |
| <b>May 30</b>          | Deadline for NDE to receive SFA/FSMC RFP/Contract for approval prior to execution.                                                                                                                                                                                       |
| <b>July 1</b>          | Start of new program year. Execution date of SFA/FSMC Contract                                                                                                                                                                                                           |

Fixed Price RFP and Contract  
Revised 12/2016

4. In accepting proposals, the SFA reserves the right to reject any and all proposals and to waive any minor informality in order to take the action which it deems to be in the best interest of the SFA.
5. Additional information required to adequately respond to this **Request for Proposal** may be obtained from:

Name: Joseph Lefdal

Phone: 308-882-4304

Email: jlefdal@chasecountyschools.org

***Any additional information provided to one FSMC must be provided to all.***

6. The FSMC must submit a complete response to this RFP, including all certifications, in order to provide a responsive proposal.
7. Contracts entered into on a basis of submitted proposals are revocable if contrary to law.

**C. Procurement Method**

1. Procurement Method will be by Competitive Proposal and the following requirements apply:
  - a. The NDE Fixed Price RFP/Contract prototype must be used.
  - b. The SFA must advertise their intention to solicit FSMC proposals in a newspaper with state-wide distribution. FSMCs operating/expressing interest in operating in Nebraska must also be sent the intention to solicit proposals.
  - c. Proposals must be solicited from an adequate number of qualified sources.
  - d. The SFA must utilize the weighted award criteria identified in this RFP for conducting technical evaluations of the proposals received and for selecting awardees.
  - e. The award will be made to the responsive and responsible FSMC whose proposal is most advantageous to the SFA, with price and other factors considered.
2. All procurement transactions shall be conducted in a manner that provides maximum open and free competition consistent with 2 CFR §200.319
3. Discussions with the FSMC determined for award selection may be conducted for the purpose of clarifying terms and conditions of the proposal and to assure full understanding of the requirements.
4. In conducting these discussions, there shall be no disclosure of any information derived from proposals submitted by competing offerors.

**D. Pre-Proposal Meeting and Award Timeline**

Fixed Price RFP and Contract  
Revised 12/2016

1. The SFA will use the following timeline to select a food service management company:

| Task                                                                                                              | Date                               | Time/<br>Time Zone |
|-------------------------------------------------------------------------------------------------------------------|------------------------------------|--------------------|
| <b>Advertise and notify prospective FSMC of the RFP</b><br>(Start of minimum 60 calendar day solicitation period) | 2/8/2017                           | N/A                |
| <b>Pre-proposal conference and visitation</b><br>(Approximately two weeks after advertisement/notification)       | 2/28/2017                          | 10:00 AM<br>MT     |
| <b>Deadline for receiving proposals</b><br>(At least 60 calendar days after advertisement)                        | 4/12/2017                          | 12:00 PM<br>MT     |
| <b>Award of Contract by Board of Education</b><br>(Contract cannot be signed/implemented before NDE's approval)   | <b>Internal Use Only</b><br>5/9/17 | N/A                |

2. A **mandatory** pre-proposal meeting with interested FSMCs to review the specifications, clarify questions, and walkthrough the facilities with school officials will be held on:

**Date:** February 28, 2017  
**Time/Time Zone:** 10:00 AM MT  
**Location:** Chase County Schools  
**Address:** 520 E. 9<sup>th</sup> ST., Imperial, NE 69033

- a. If the SFA chooses to have vendor presentations these will be scheduled with each FSMC at a different time than the pre-proposal meeting.

3. Questions for Pre-Proposal Meeting:

| Task                                                 | Date      | Time/<br>Time Zone |
|------------------------------------------------------|-----------|--------------------|
| FSMC submits written questions regarding the RFP by: | 2/24/2017 | 12:00 PM<br>MT     |
| SFA will respond to all questions in writing by:     | 2/28/2017 | 10:00 AM<br>MT     |

- a. Submit questions to:

**Contact Person:** Joseph Lefdal  
**Address:** 520 E. 9<sup>th</sup> St. P.O. Box 577, Imperial, NE 69033  
**Fax Number:** 308-882-5629  
**Email:** jlefdal@chasecountyschools.org

- b. Questions submitted prior to the Pre-Proposal Meeting may be answered at the Pre-Proposal Meeting.

- c. Questions from the floor at the Pre-Proposal Meeting must be presented in writing. These questions may or may not be answered at the Pre-Proposal Meeting.
  - d. All questions will be answered in writing and sent to all FSMCs that attend the Pre-Proposal Meeting.
4. **Written Communication** will override any verbal communication between any FSMC and the SFA that takes place during the process.

#### E. Proposal Submission and Award

- 1. The SFA must use NDE's prototype FSMC Request for Proposal and Contract. If a SFA does not complete the required procurement procedures, NDE will NOT approve the contract and meals cannot be paid for from the non-profit school foodservice account.
- 2. Two copies\* of the Competitive Sealed Proposal are to be submitted to:

|                            |                            |
|----------------------------|----------------------------|
| <b>SFA Contact's Name:</b> | Joseph Lefdal              |
| <b>Mailing Address:</b>    | P.O. Box 577               |
| <b>Physical Address:</b>   | 520 E. 9 <sup>th</sup> St. |
| <b>City:</b>               | Imperial                   |
| <b>State/Zip:</b>          | NE 69033                   |

\*SFA may adjust this number

- 3. RFP opening will be at:

|                        |                                                |
|------------------------|------------------------------------------------|
| <b>Time/Time Zone:</b> | 12:00 PM MT                                    |
| <b>Date:</b>           | April 12, 2017                                 |
| <b>Location:</b>       | Chase County Schools Board Room                |
| <b>Address:</b>        | 520 E. 9 <sup>th</sup> St., Imperial, NE 69033 |

- a. Proposals will not be accepted after the indicated time and date.
  - b. Proposal is to be submitted in a sealed envelope marked **"Food Service Management Proposal."** Note: The SFA reserves the right to retain all proposals. All proposals with copies of all documents pertaining to the award of contract, shall be kept by the SFA and made part of the file, which shall be open to public inspection (Nebraska Public Records Act §84-712.05).
  - c. Attendance at the Proposal opening is not encouraged or required by prospective FSMC representatives. No information will be provided at the opening.
4. The SFA reserves the right to accept any proposal which it deems most favorable to the interest of the SFA and to reject any or all proposals or any portion of a proposal submitted which, in the SFA's opinion, is not in the best interest of the SFA.

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5. To be considered, each FSMC must submit a completed response to this solicitation **using the forms provided.**
  - a. No other documents submitted with the RFP and Contract will affect the Contract provisions, and **there can be no modifications to the RFP and Contract language.**
  - b. In the event the FSMC modifies, revises, or changes the RFP and/or Contract in any manner, the SFA will reject the proposal.
  - c. Exhibit F offers the SFA the opportunity to include any additional services that SFA may need, such as the specifics of a marketing program and salad bars.
6. Award will be made only to a qualified and responsible FSMC whose proposal is responsive to this solicitation. The FSMC will provide the following information:
  - a. Contact Information:
    - i. An introduction of the FSMC.
    - ii. The name, address, telephone number, and email of the person to be contacted, along with others authorized to represent the company in dealing with the RFP.
  - b. Executive Summary:
    - i. Highlights the major features of the proposal.
    - ii. Identifies any supporting information.
  - c. Detailed Service Capacity Plan:
    - i. Defined goals and recommendations for improved operation, including estimated increases in student participation and any changes to personnel and equipment.
    - ii. Detailed transition plan which indicates the activities, procedures, timetable, and support personnel involved in the implementation of the FSMC's services.
    - iii. Description of the variety of menu offerings to be made available and at what frequency.
    - iv. Proposed organizational chart for the on-site FSMC management team.
  - d. Experience and References:
    - i. List any similar operations and locations with contact information where the FSMC is operating food service programs. Include the number of meal and meal equivalents served daily for each type of meal service program.
    - ii. Submit a resume or listing of qualifications for the proposed resident food service director candidates.
    - iii. Resume or background of the person who will supervise the work of the resident Food Service Director and how the FSMC will ensure the best performances.
    - iv. List of any SFAs that have failed to renew their contracts with the FSMC within the last three years and their contact names/phone numbers.
    - v. Copy of the FSMC's organizational chart.
  - e. Finance/Business Practices

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- i. Provide annual reports or financial statements for the past two fiscal years, certified by a certified public accountant.
      - f. Accounting and Reporting Systems:  
Describe complete accounting procedures to be used for:
        - i. Inventory Control;
        - ii. Method of recording, checking, and reporting sales;
        - iii. Internal control of cash handling;
        - iv. Internal audit systems;
        - v. All accounting forms used onsite with detailed explanations of their use; and
        - vi. Examples of all reports and billing documents the FSMC will provide to the SFA including a detailed explanation of their use and frequency.
      - g. Personnel Management:
        - i. Describe training and development programs the FSMC will provide for employees and management personnel. Include detailed FSMC budget for training.
      - h. Innovation:
        - i. How would the FSMC's food service program in the district differ from the current operation? Describe the costs and benefits.
        - ii. Describe how changes would be implemented, including a staffing model.
        - iii. Examples of service and merchandising programs.
      - i. Promotion of the School Food Service Program:
        - i. Describe the FSMC's promotional marketing plans for the SFA.
        - ii. Provide documentation of efforts and results.
      - j. Involvement of Students, Staff, and Patrons:
        - i. Describe the efforts and results of the FSMC's involvement of students, teachers, administrators, and parents in program evaluation, selection of menus, identifying food service concerns, etc., including:
          - examples of surveys
          - how results and requests were responded to
          - what actions were taken
      - k. 7 CFR 210.16(b)(1) requires the FSMC submits a 21 day-cycle menu for all programs the SFA currently participates in. Compliant with 7 CFR 210, 220, 225, 226, Fresh Fruit and Vegetable Program and a la carte.
  7. The FSMC's representatives are expected to fully inform themselves as to the conditions, requirements, and specifications of this RFP before submitting proposals; failure to do so will be at the FSMC's own risk and cannot secure relief on plea of error.
  8. The SFA is not liable for any cost incurred by the FSMC in submitting a proposal.
  9. Award Criteria:
    - a. Proposals will be evaluated by a SFA selected committee and based on the weighted award criteria identified in the RFP.

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- b. Each area of the award criteria must be addressed in detail in the Proposal.
- c. The SFA committee members should be familiar with the regulations and requirements of the child nutrition programs, have sufficient knowledge of the SFA's goal, financial conditions, and have experience in evaluating proposals.
- d. No committee member can be an agent for, employee of, or in any other manner associated with a FSMC, or the FSMC will be precluded from participating in the RFP and subsequent contract.

10. Weight of Award Criteria:

- a. The SFA must determine in advance the point value assigned to each award criteria (to equal a total of 100 points).
- b. Cost must receive the highest number of assigned points. 2 CFR §200.320
- c. The SFA may not include prior experience with the SFA as a category, as it would restrict competition.

| Point Value | Award Criteria                                                                                                                                                                                |
|-------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 40          | <b>Cost</b> (must be highest number of points)                                                                                                                                                |
| 15          | <b>Service Capability Plan</b><br>(Identifies proposed food service team such as Food Service Director and demonstrates the FSMC's ability to provide services as stated in the RFP/Contract) |
| 10          | <b>Experience/References</b>                                                                                                                                                                  |
| 5           | <b>Finance/Business Practices</b>                                                                                                                                                             |
| 5           | <b>Accounting and Reporting Systems</b>                                                                                                                                                       |
| 5           | <b>Personnel Management</b>                                                                                                                                                                   |
| 10          | <b>Innovation</b>                                                                                                                                                                             |
| 5           | <b>Promotion of the School Food Service Program</b>                                                                                                                                           |
| 5           | <b>Involvement of Students, Staff, and Patrons</b>                                                                                                                                            |
| 100         | <b>Total</b> (Must equal 100 points)                                                                                                                                                          |

**F. Late Proposals**

Any proposal submitted, after the date and time specified, will not be considered and returned to the FSMC unopened.

**G. Altering, Amending or Withdrawing Proposal**

No proposal may be altered, amended or withdrawn after the specified time for opening proposals.

#### **H. Calculation of Time**

Periods of time, stated as a number of days, shall be calendar days.

#### **I. Firm Offer**

1. By submitting a response to this Request for Proposal, and if such response is not withdrawn prior to the time for opening proposals, the FSMC understands and agrees they are making a firm offer to enter into a contract, which may be accepted by the SFA and will result in a binding contract.
2. Such proposal is irrevocable for period of ninety (90) days after the time for opening of proposal has passed. \_\_\_\_\_ (FSMC must initial and date here to show agreement).

#### **J. Final Contract**

The complete contract includes all documents included by the SFA in the RFP and all documents submitted by the FSMC. The contract must be approved by NDE before signing. Once approved, the complete signed contract with all attachments must be submitted to NDE.

#### **K. Post Selection**

All FSMCs submitting a proposal will be notified in writing of the FSMC selected for award by the SFA.

### III. STANDARD TERMS AND CONDITIONS

#### A. Definitions

The following definitions shall apply within this document and its attachments:

1. "Accounting Period(s)" means calendar month(s) or as otherwise specified by the SFA here:

|  |
|--|
|  |
|--|

2. "Allowable Cost" means costs allowable under 2 CFR §225, "Cost Principles for States, Local Governments, and Indian Tribes," 2 CFR §220, "Cost Principles for Educational Institutions," and 2 CFR §230, "Cost Principles for Non-Profit Organizations," as applicable, and their Attachments, and 7 CFR §200.420-475, as applicable.
3. "Applicable Credit" is the meaning established in Appendix A, Section C (4) found in 2 CFR §225, and Appendix A, Section A (5) found in 2 CFR §230 and 2 CFR §200.406.
4. "Charge" means any charge for an allowable cost which is:
  - a. Incurred by the FSMC in providing the goods and services that are identified in the SFA's Food Service Budget.
5. "Contract" means the RFP, the attached exhibits, and the FSMC's Proposal, as accepted by the SFA at its sole discretion and executed by all parties.
6. "Execution Date" means July 1, 2017. The execution date is July 1 or the date the contract is executed by all parties, whichever is later. The termination date must be June 30 of the following year. The execution date may not occur prior to NDE approval and not prior to the date the contract is signed by both parties.
7. "Fixed Price" means an agreed upon amount that is fixed at the inception of the Contract and is guaranteed for a specific period of time. A fixed-price contract may also contain an economic cost adjustment provision tied to a standard index as specified in the contract. The fixed price includes the contractor's direct and indirect administrative costs and profit allocable to the contract based on all programs identified in this RFP/contract under Standard Terms and Conditions, Section B, Paragraph 5. The offer amount should be based on the assumption that no donated USDA foods will be available for use and includes all rebates, discounts, and other applicable credits.
8. "FSMC's Proposal" means the Food Service Management Company's response to the RFP and Contract.
9. "HHFKA" means Healthy Hunger-Free Kids Act of 2010.

10. "Meal Equivalent Factor" is a determined fixed fee per meal rate. In order for the FSMC to be paid for non-meal food service, non-program meal sales activity; revenues are converted into a specific number of reimbursable lunches. The conversion of non-meal activity into an equitable number of meals is completed by dividing the total of cash receipt, other than from sales of NSLP and SBP meals, Afterschool Care Program (ASCP), Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP) meals, by the current meal equivalency factor.
11. "NDE-Nutrition Services" means the Nebraska Department of Education. Nutrition Services is part of the Federal Programs Team which administers Child Nutrition Programs.
12. "Non-profit School Food Service Account" means the restricted account in which all of the revenue from all food service operations conducted by the SFA principally for the benefit of school children is retained and used only for the operation or improvement of the nonprofit school food service.
13. "Program(s)" or "Child Nutrition Program(s)" means the USDA Child Nutrition Programs in which the SFA participates.
14. "Program Funds" means all funds that are required to be deposited into the Non-profit School Food Service Account.
15. "SDA" means the State Distributing Agency for USDA foods.
16. "Services" means the services and responsibilities of the FSMC as described in this RFP/Contract, including any additional services described in Exhibit F.
17. "SFA or School Food Authority" means the school food authority as defined in 7 CFR §210.2.
18. "SFA's Food Service Budget" means the budget for the Current School Year. This is attached to this Contract as "Exhibit C" and fully incorporated herein.
19. "SFA's Food Service Facilities" means the areas, improvements, personal property and facilities made available by the SFA to the FSMC for the provision of food services as fully described herein.
20. "SFA's Food Service Location(s)" means the schools or other locations where Program meals are served to the SFA's school children.

21. "SFA's Food Service Program" means the preparation and service of food to the SFA's students, staff, employees and authorized visitors, including the following programs: National School Lunch Program (NSLP), School Breakfast Program (SBP), Afterschool Care Program (ASCP), Summer Food Service Program (SFSP), Fresh Fruit and Vegetable Program (FFVP), Child and Adult Care Food Program (CACFP) and a la carte food service.
22. "RFP" means the SFA's Request for Proposal and Contract and all of its attachments.
23. "USDA" means United States Department of Agriculture, Food and Nutrition Service.
24. "USDA Foods" formerly referred to as USDA commodities.

## **B. Scope and Purpose**

1. Duration of Contract: Unless it is terminated in accordance with Section L, this Contract will be in effect for a period of one year **commencing on July 1, 2017 and terminating on June 30, 2018** and may be renewed for up to four additional terms of one year each upon mutual agreement between the SFA and the FSMC, given all terms and conditions have been met 7 CFR §250.53.
2. During the term of this Contract, the FSMC shall operate the SFA's Food Service Program in conformance with the SFA's agreement with NDE and the State Distributing Agency (SDA).
3. The FSMC shall have the exclusive right to operate the programs specified by the SFA in Exhibit A (SFA SITE/BUILDING LISTING – SERVICES TO BE PROVIDED), which is attached to this Contract and fully incorporated herein.
4. If applicable, and the SFA has proposed in the RFP, additional food service programs (such as Afterschool Snack Program, SFSP, Breakfast, FFVP) may be added if the SFA's needs dictate these services would be beneficial to the SFA. If the added program is not addressed in the RFP, the contract must be rebid.
- 5.

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Check all programs the SFA operates. The program(s) listed here should agree with those listed in Exhibit A (SFA SITE/BUILDING LISTING – SERVICES TO BE PROVIDED). If the SFA plans to operate other programs in the future, the SFA should check the box marked "other" to identify the programs and the year the SFA reasonably foresees it may operate the program.

- ☒ ☐ National School Lunch Program (NSLP)
- ☒ ☐ Traditional School Breakfast Program (SBP)
- ☐ ☐ Alternative Service Model i.e. grab-n-go, breakfast in the classroom
- ☐ ☐ Afterschool Care Snack Program (ASCP—NSLP)
- ☐ ☐ Summer Food Service Program (SFSP)
- ☐ ☐ Special Milk Program (SMP)
- ☐ ☐ Fresh Fruit and Vegetable Program (FFVP)
- ☐ ☐ Child and Adult Care Food Program (CACFP)
- ☒ ☐ A la Carte
- ☒ ☐ Adult Meals
- ☐ ☐ Catering
- ☐ ☐ Contract Meals:

Explain: Our A la Carte meals are seconds on entrée at the cost of \$1.00.

- ☐ ☐ Vending [vending machines supplied by the FSMC]
- ☐ ☐ Concessions [operated by the FSMC]
- ☐ ☐ Farm to School, food items locally purchased, school gardens
- ☐ ☐ Other:

**As this is a one year contract with up to four one year renewals, please anticipate changes to your existing program planned in the next five years with expected dates of implementation. Examples include adding programs such as FFVP and/or SFSP, vending meals to another SFA, adding school sites, changes to scheduling, implementing Provision Options (CEP, Provision 2), and Farm to School/school gardens.**

Chase County Schools is looking for new and innovative ways to increase our daily offerings. daily participation in programs and other ways that our students can be active participants in our lunch program. We have a strong FFA program and a full greenhouse that could be used for fresh produce production. We would also be interested in ideas utilizing fresh fruits and vegetables grown at the school or locally.

We could potentially have a pre-k program added in the future, vending machines, catering for school activities, a summer program, and afterschool snacks.

6. The FSMC shall:

- a. Be an independent contractor and not an employee of the SFA. The employees of the FSMC are not employees of the SFA;
- b. Maintain such records as the SFA will need to support its Claim for Reimbursement (e.g. menus, daily production records, and daily meal counts) under this part, and shall, at minimum, report claim information to the SFA promptly at the end of each month. Such records shall be made available to the school food authority, upon request, and shall be retained in accordance with 7 CFR §210.23(c);
- c. Implement an accurate point of service count using the counting system provided by the SFA in its application to participate in the Child Nutrition Programs and approved by NDE for the programs listed in Standard Terms and Conditions, Section B, Paragraph 5; herein, as required under USDA regulations. Counting system must eliminate the potential for the overt identification of free and reduced-price eligible students 7 CFR §245.8;
- d. Operate the SFA's Food Service Program and shall include performance by the FSMC of all the Services, which are described in this Contract, for the benefit of the SFA's students, faculty and staff;
- e. Maintain and retain all records necessary, in accordance with applicable regulations for the SFA, NDE, Nebraska State auditors, and USDA to complete required monitoring activities and make said records available to the SFA, NDE, Nebraska State Auditors and USDA upon request for the purpose of auditing, examination and review 7 CFR §210.16(c)(1); 2 CFR Part 200 Subpart F; Nebraska State Statute § 79-1089;
- f. Cooperate with the SFA in promoting nutrition education, health and wellness policies and coordinating the SFA's Food Service Program with classroom instruction;
- g. Comply with applicable federal, state and local laws, rules and regulations, policies, and instructions of NDE and the USDA and any additions or amendments thereto, including but not limited to USDA Regulation 7 CFR §210, 215, 220, 225, 245, 250; 2 CFR §200 and 2 CFR §180, as adopted and modified by USDA Regulation 2 CFR §417; 7 CFR §215 (SMP), if applicable; 7 CFR §225 (SFSP), if applicable; 7 CFR §226 (CACFP) and 2 CFR §200.38, 74, 101 (b)(1), OMB Circulars, and the other laws described in the "Schedule of Applicable Laws," which is attached to this Contract as "Exhibit H" and fully incorporated herein by reference. The FSMC will assist in the implementation and adherence of all rules as a result of the Healthier Hunger-Free Kids Act of 2010;
- h. Automatically incorporate any changes to the terms or conditions of this Contract, which are required by Federal or State law or rule, or changes to Federal or State laws or rules, effective as of the date specified in such law or rule;
- i. Comply with all the SFA's building rules and regulations;

- j. Provide additional food service such as banquets, parties, and refreshments for meetings as requested by the SFA as follows:

Chase County Schools could use catering for banquets, parties, parent/teacher conferences and refreshments.

- k. Bill the SFA or organization requesting additional food service for the actual cost of food, supplies, labor, plus a mutually agreed-upon cost for administrative overhead negotiated outside of this contract that is sufficient to ensure that special functions and catering are not subsidized by the nonprofit school food service; and
- l. Agree any additional food service is for the SFA only and the FSMC cannot use the SFA's facilities to provide for functions not related to the SFA or outside organizations.

7. The SFA shall:

- a. Ensure the food service operation is in conformance with the SFA's agreement under the program 7 CFR §210.16 (a)(2);
- b. Retain control of the quality, extent, and general nature of the food service;
- c. Retain signature authority for the application and contract, free and reduced price policy statement, and Programs indicated in Standard Terms and Conditions, Section B, Paragraph 5, herein, and the monthly claim for reimbursement 7 CFR §210.9(a) and (b); 7 CFR §210.16(a)(5);
- d. Maintain responsibility for the implementation of the free and reduced policy in accordance with 7 CFR §245;
- e. Develop and distribute the Letter to Households and Free and Reduced-Price School Meals Application and conduct Direct Certification 7 CFR §245.5;
- f. Determine eligibility for free and reduced-price meals and free milk in accordance with 7 CFR §245;
- g. Conduct any hearings related to determinations and appeals;
- h. Conduct verification of applications for Free and Reduced-Price Meals as required by USDA regulations;
- i. Establish and maintain the free and reduced-price meals' eligibility roster 7 CFR §210.7(c), 7 CFR §210.9 (b) (18), and 7 CFR §245.6(e);
- j. Conduct the SFA's Food Program in accordance with 7 CFR §210, 215, 220, 226, 245, 250 and FNS instructions and policies, as applicable;
- k. Supervise the food service operation in such manner as will ensure compliance with all applicable statutes, regulations, rules and policies including those of NDE and USDA regarding the Child Nutrition Programs;
- l. Establish all selling prices, including price adjustments, for all reimbursable and non-reimbursable meals, milk, and a la carte (including vending, adult meals,

- contract meals, and catering) (Exception: Non-pricing programs need not establish a selling price for reimbursable meals/milk.);
- m. Ensure compliance that in order to offer a la carte food service, the SFA must also offer free, reduced price and paid reimbursable meals to all eligible children 7 CFR §210.16(a);
  - n. Establish, communicate, and institute a meal charge policy, which if applicable addresses the availability of alternate meals SP 46-2016;
  - o. Control the Non-profit School Food Service Account and overall financial responsibility of the SFA's Food Service Program;
  - p. Monitor and ensure responsibility of internal controls as required under 7 CFR §210.8 (a) and to ensure resolution of Program reviews and audit findings;
  - q. Monitor the food service operation of the FSMC through periodic on-site visits to ensure that the food service is in conformance with USDA program regulations 7 CFR §210.16(a)(3);
  - r. Ensure the accuracy of the counting and claiming system (7 CFR §210.8 (a)(1)); If there is more than one SFA food service location conduct Breakfast and Lunch on-site reviews of the counting and claiming system at each SFA Food Service Location no later than February 1 of each year (7 CFR §210.8);
  - s. Ensure compliance with the requirements of Subpart D of 7 CFR §250 and with the use of donated foods in paragraphs (b) and (c) of 7 CFR §250.59; and
  - t. Ensure NDE has reviewed and approved the contract terms and that the SFA has incorporated all NDE required changes into the contract or amendment before any contract or an amendment to an existing FSMC contract is executed.
8. The SFA and FSMC agree this Contract does not permit all income and expenses to accrue to the FSMC and is neither a cost-plus-a-percentage-of-income nor a cost-plus-a-percentage-of-cost contract as required under the USDA Regulations 7 CFR §210.16(c) and 7 CFR §3016.
9. Payments on any claim shall not preclude the SFA from making an adjustment on any item found not to have been in accordance with the provisions of this Contract and bid specifications.
10. The SFA may request of the FSMC additional food service programs; however, the SFA reserves the right, at its sole discretion, to sell or dispense food or beverages, provided such use does not interfere with the operation of the Child Nutrition Programs. Any food and beverages must meet the USDA Smart Snack Rule.
11. Any change to the scope of services to be provided by the FSMC that is beyond the scope or original intent of this RFP/Contract must be rebid.
12. Any changes to the terms or conditions of this Contract, which are required by Federal or State laws or rules, or changes to Federal or State laws or rules, are automatically incorporated herein, effective as of the date specified in such law or rule.

13. Gifts from the FSMC: The SFA's officers, employees, or agents shall neither solicit nor accept gratuities, favors, nor anything of monetary value from contractors nor potential contractors in accordance with all laws, regulations and policies. (7 CFR §3016.36) To the extent permissible under federal, state, or local laws, rules, or regulations, such standards shall provide for appropriate penalties, sanctions, or other disciplinary actions to be applied for violations of such standards (SP 09-2015 and CFR §200.112 and 318).
14. Any additional payments to the SFA or any foundation or organizations associated with the SFA that are unrelated to food service, such as money or rebates for school improvements and student scholarships are not allowable.
15. The FSMC shall obtain and post all licenses and permits that it is required to hold under federal, state or local law.
16. Summer Food Service Program (SFSP): In the event that the RFP requires the FSMC to provide management services for the SFA's SFSP, the parties agree to operate the Program according to federal, state, and local regulations.
17. Child and Adult Care Food Program (CACFP): In the event that the RFP requires the FSMC to provide management services for the SFA's CACFP, the parties agree to operate the Program according to federal, state, and local regulations.
18. Fresh Fruit and Vegetable Program (FFVP): In the event that the FSMC provides management services for the FFVP at any of the SFA's Food Service Locations, the SFA and the FSMC agree to operate the FFVP in accordance with the requirements of Section 19 of the National School Lunch Act, all applicable regulations and policies, and the FFVP Handbook for Schools as well as USDA guidance issued via memorandum, SP 33-2012. The FFVP is a cost-based grant. All cost submitted for the SFA's FFVP monthly claim must be fully documented by invoice and time certification. The SFA and the FSMC further agree that full disclosure of participation in the FFVP is provided under Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/contract and any FFVP administrative expenses are considered part of the fixed meal price and not billed separately. The FSMC will bill the SFA using the actual costs of fruits/vegetables, small supplies and foodservice staff labor which is not included in any other meal fee. The total of these costs will be converted to meal equivalents and then multiplied by the FSMC's FFVP fee per ME. Refer to Appendix B – Fresh Fruit and Vegetable Program.

### C. Food Service

1. The FSMC shall:
  - a. Serve meals on such days and at times as requested by the SFA;
  - b. Offer free, reduced-price, and full-price reimbursable meals to all eligible children participating in the SFA's Food Service Programs as indicated in Standard Terms and Conditions, Section B, Paragraph 5 herein;

- c. Will adhere to the SFA's Local Charge Policy regarding serving alternate meals to children who have exceeded the SFA's charge limit;
  - d. Must offer free, reduced-price, and full price reimbursable meals to all eligible children in order to offer a la carte food service 7 CFR §210.16(a);
  - e. Promote maximum participation in the Program;
  - f. Provide specified types of service in the schools/sites as listed in Exhibit A (SFA SITE/BUILDING LISTING – SERVICES TO BE PROVIDED);
  - g. Sell on the premise only foods and beverages authorized by the SFA and only at the times and places designated by the SFA in accordance with all provisions of USDA's Smart Snacks Final Rule;
  - h. Fully cooperate with the SFA in resolving review and audit issues. The FSMC shall indemnify the SFA for any fiscal action, claims, losses or damages, fault, fraud, required repayment or restoration of funds, including reasonable attorney's fees incurred in defending or resolving such issues, that results from the FSMC's intentional or negligent acts; and
  - i. Support the SFA's compliance with the 2010 Healthy Hunger Free Kids Act Reauthorization (HHFKA) including, but not limited to:
    - i. Provide meals that meet the HHFKA and implementation schedule.
    - ii. Plan menus and serve meals that meet the required USDA certification for the SFA to receive the additional \$.06 reimbursement.
    - iii. Ensure that water is available at no cost or restriction to all students during breakfast, lunch and afterschool snack service.
    - iv. Ensure that all milk offered meets the milk variety and fat requirements.
    - v. Maintain records to ensure that non-program food revenue is reported in a manner to document and ensure the SFA's compliance.
    - vi. Maintain and retain daily production records on-site to demonstrate compliance with meal pattern requirements for all programs the SFA participates in.
    - vii. Daily productions records must be immediately available for review by NDE upon request.
2. Special Dietary Needs:
- a. The FSMC is required to make substitutions in the food components of the meal pattern for:
    - i. students with disabilities when their disability restricts their diet as stated in the student's Individual Educational Plan (IEP) or 504 Plan; and /or
    - ii. a medical statement completed and signed by a medical authority, must be on file prior to making meal accommodations outside of the meal pattern requirements 7 CFR §210.10(m)(1); 7 CFR 220.8 (m); SP 32-2015 and SP 59-2016. Forms are available at NDE Nutrition Services website:  
<http://www.education.ne.gov/NS/index.html>

- b. The SFA and the FSMC will work together in the decision to make substitutions in the food components of the meal pattern for students with a medical or special dietary needs. \_
3. The SFA must indicate below if they want the FSMC to provide approved fluid milk substitutes for nondisabled students who have requested a substitution.
- ☐ ☐ The FSMC **provides** approved fluid milk substitutes for nondisabled students who can't consume fluid milk due to medical or special dietary needs.
- a. Substitutions shall be made when a medical authority or student's parent or legal guardian submits a medical statement for a fluid milk substitute identifying the medical or other special dietary need that restricts the student's diet.
- b. Approval for fluid milk substitutions shall remain in effect until the medical authority or the student's parent or legal guardian revokes such request in writing, or the SFA changes its substitution policy for nondisabled students.
- c. Fluid milk substitutes shall provide nutrients as required by federal and state regulations 7 CFR §210.10(m) and 7 CFR §220.8 (m).
- d. There will be no additional charge to the student for such substitutions.
- ☒ ☐ The FSMC **does not provide** approved fluid milk substitutes for nondisabled students who can't consume fluid milk due to medical or special dietary needs.

#### D. Menus/Use of Advisory Group/Wellness Policy

1. The SFA shall:
- a. Establish the advisory group and wellness policy. The FSMC shall participate in the formation, establishment, and periodic meetings of the SFA advisory board composed of students, teachers, and parents to assist in menu planning. The attendance and minutes of these meeting will be documented by the SFA 7 CFR §210.16(a)(8);
- b. Include a 21-day cycle menu for breakfast, lunch, after-school snack, summer food service meals, child and adult food service meals, fresh fruit and vegetables program, and a la carte offering as applicable for each program listed in the Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/Contract and food specifications attached in Exhibit E to this RFP/Contract; and
- c. Approve the FSMC's menus no later than two weeks prior to service 7 CFR §210.16.
2. The FSMC shall:
- a. Serve meals which follow the 21-day menu cycle and meet the food specifications contained in Exhibit E, attached to this RFP/Contract, and fully incorporated herein, and meet Child Nutrition Program requirements;

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- b. Follow the 21-day menu plan and Meal Specifications submitted in the proposal for the SFA's Food Service Programs indicated in the Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/Contract herein;
- c. Not change or vary the menus after the first menu cycle for the SFA's Food Service Programs indicated in the Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/Contract herein, without written approval of the SFA;
- d. Justify and document in writing requests for any changes or substitutions to the SFA menu of lower quality food items;
- e. Maintain documentation for substitutions and justification of lower quality food items for the records retention period that is applicable to food production records and shall make such documentation available to the SFA, the NDE and the USDA for review upon request 7 CFR §210.16(c)(1) and 7 CFR §210.23;
- f. Submit a detailed list of FFVP offerings which include portion sizes if the SFA participates or has plans of participating in the FFVP program;
- g. Adhere to and assist in the implementation, enforcement, and evaluation of all nutrition related requirements in the SFA's Local Wellness Policy;
- h. Remain informed of increasing industry standards and assist the SFA in its Local Wellness Policy to reflect the highest current nutrition related standards, including all provisions of USDA's Smart Snacks Final Rule;
- i. Comply with all Federal, State, and local laws that affect school meal preparation and service; and
- j. Cooperate with the SFA in promoting nutrition education and coordinating the SFA's food service with classroom instruction.

**E. Purchases**

1. The SFA must check one of the purchasing options stated below:
  - ☐ ☐ The SFA will do all purchasing for the CNP.
  - ☒ ☐ Except for Chart 7, the SFA will do all purchasing for CNP.
2. If the FSMC is procuring goods or services which are being charged to the SFA under the awarded contract outside of the fixed price per meal (i.e. equipment), the selected FSMC is acting as an agent for the SFA and must adhere to:
  - a. The same procurement rules under which the SFA must operate and the selected FSMC may not serve as a vendor.
  - b. The SFA shall ensure:
    - i. The FSMC fully discloses and returns all the discounts, rebates, applicable credits, allowances and incentives received by the FSMC based on the purchases made on behalf of the SFA.
3. Whether the SFA conducts its own procurement or whether the FSMC procures products on behalf of the SFA, the FSMC may not require any additional liability coverage, beyond that which the SFA would require under procurement not involving the FSMC.
4. Any purchase of food must at a minimum meet, the specifications listed in Exhibit E.

5. Prior to the start of initial operations, the selected FSMC and the previously self-operated SFA will take a beginning inventory of all usable food, supplies, and USDA Foods on the premises. The selected FSMC will utilize such inventory at a value determined by fair market value of foods supported by invoice and the USDA food unit value when allocated by the SFA. The dollar value determined will be credited to the SFA in the FSMC's first billing cycle. If the SFA was under a contract with another FSMC the prior year, the newly contracted FSMC is not required to include USDA Foods in the beginning inventory but must still credit all other items as previously described.
6. The SFA and FSMC shall comply with the Buy American provision for contracts that involve the purchase of food 7CFR§210.21(d). The SFA and FSMC shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States or a food product processed in the U.S. substantially using agricultural commodities produced in the U.S. The SFA reserves the right to review vendor purchase records to ensure compliance with the Buy American provision.
7. The FSMC shall provide Child Nutrition (CN) labeling, Product Specification information, Nutrition Facts labels and any other documentation requested by the SFA to ensure compliance with USDA regulations.

## **F. USDA Foods**

1. The SFA Shall:
  - a. Retain title to all USDA Foods and follow all required contract provisions 7 CFR §210, 220, 225, 226, and 250 as applicable;
  - b. Ensure all USDA foods made available to the FSMC, including processed USDA foods accrue only to the benefit of the SFA's Non-profit Food Service Account and are fully utilized therein. All refunds and rebates received from processors regarding USDA foods must be retained by the SFA;
  - c. Ensure that the FSMC is in compliance with the requirements of the inventory, storage and record retention of USDA Foods through its monitoring of the food service operation, as required in 7 CFR §210, 225, 226;
  - d. Maintain responsibility for procuring processing services, private storage facilities, or any aspect of financial management relating to USDA Foods 7 CFR §250.15;
  - e. Assure the maximum amount of USDA Foods usable in the food service are received and utilized by the FSMC 7 CFR §210.9(b)(15);
  - f. Consult with the FSMC in the selection of USDA Foods; however, the final determination as to the acceptance of USDA Foods must be made by the SFA; and
  - g. Conduct a reconciliation at least annually (and upon termination of the contract) to ensure the FSMC has credited the value of all donated foods received for use in the SFA's food service in the school or fiscal year, including, in accordance with the requirements in 7 CFR §250.51(a), the value of donated foods contained in

processed end products. This may be done by using the "Value of Commodities Shipped" report found on the SDA's CNPweb ordering system.

2. The FSMC shall:

- a. Perform the following activities in accordance with 7 CFR §250 Subpart D and the SFA's Child Nutrition Recipient Agency Agreement with the SDA:

(The SFA shall check all that apply)

- ☒ ☐ Order or request USDA Foods including end products in accordance with the SFA's agreement with the SDA.
- ☒ ☐ Pay distribution and processing fees in accordance with the SFA's agreement with the SDA.

- b. Act as an intermediary in passing the donated food value in processed end products on to the SFA;
- c. Provide further assurance that all activities will be performed in accordance with the applicable requirements in 7 CFR §250 and with other applicable Federal regulations referenced in 7 CFR §250;
- d. Accept and use all allocated donated ground beef, donated pork, and all requested end products containing beef or pork, in the SFA's Food Service Program;
- e. Use all other donated foods, or commercially purchased foods of the same generic identity, of U.S. Origin, and of equal or better quality than the donated foods, in the SFA's food service;
- f. Agree to select, accept and use USDA Foods in as large a quantity as may be efficiently utilized in the SFA's nonprofit food service. The FSMC shall consult with the SFA in the selection of USDA foods; however, the final determination as to the acceptance of USDA foods must be made by the SFA;
- g. Provide assurance not to enter into any processing agreements as required in 7 CFR §250 Subpart C;
- h. Accept liability for any negligence on its part that results in any loss of, improper use of, or damage to USDA Foods;
- i. Be prohibited from cashing out USDA Foods and providing a credit to the SFA for USDA Foods; and
- j. Consistent with the provisions of 7 CFR §250 concerning the storage and inventory management of USDA Foods, FSMC shall:
- i. Store and inventory donated foods together with foods it has purchased commercially only to the extent that such a system ensures compliance with the requirements for crediting and use of donated foods in 7 CFR §250.51(d).
  - ii. Allow the SDA, sub distributing agency, or recipient agency, the Comptroller General, the Department of Agriculture, or their duly authorized representatives to perform onsite reviews of the FSMC's food service

operation, including review of records, to ensure compliance with requirements for the management and use of USDA Foods 7 CFR §250.53(a)(10).

- iii. Maintain records to document its compliance with requirements relating to USDA Foods in accordance with 7 CFR §250.54(b). Failure by the FSMC to maintain the required records under this section shall be considered prima facie evidence of a breach of this agreement and loss of USDA Foods.
3. The FSMC will disclose and credit to the SFA the values of USDA Foods that are received for use each month, including entitlement and bonus foods and the value of USDA Foods contained in processed end products, in accordance with 7 CFR §250.51(a). The FSMC will credit the SFA by deducting the value of USDA Foods received for use each month on the monthly invoices to the SFA, regardless of whether the FSMC has used the foods or not. Credits shall be recorded on the monthly invoice as a separate line item. The FSMC must provide detailed information on receipt of each USDA Foods item received, which is attached to the monthly invoice that identifies the type, quantity and cash value as found on the "Value of Commodities Shipped" report or "Allocations" within the SDA's CNPweb ordering system. The cash value of USDA Foods is the unit value when allocated by the SDA. Prior to the expiration of each Contract Term (July-June), the SFA shall be credited in full for all USDA Foods-received by the FSMC 7 CFR §250.51(a).
4. The FSMC acknowledges that extensions or renewals of this Contract are contingent upon the fulfillment of all contract provisions related to USDA Foods 7 CFR §250.53(a)(12).
5. Upon termination of this Contract or subsequent renewals terminates, the FSMC must return all unused donated ground beef, donated ground pork, processed end products; and other unused USDA Foods to the SFA.

## G. Employees

1. The FSMC shall provide and pay a staff of qualified management and operational employees assigned to duty on the SFA's premises for efficient operation of the Programs. The SFA reserves the right to interview and approve the on-site food service manager or director.
2. The SFA must designate if the current SFA employees, will be retained by the SFA or be subject to employment by the FSMC. The section below must agree with the information reported on Exhibit D, Chart 1A: Labor Work Sheet-SFA and Exhibit D and Chart 1 B: Labor Work Sheet-FSMC. Employees will be retained by:

- ☐ ☐ SFA  
☒ ☐ FSMC  
☐ ☐ Both SFA and FSMC

3. Any food service position not identified in Exhibit D shall be an employee of the SFA.
  - a. Such employees shall be indirectly supervised on the SFA's behalf by the FSMC management employees provided, however,
  - b. The SFA shall retain the exclusive right to control the terms and conditions of the employment of such supervisory and non-supervisory employees, including, but not limited to, control over their hiring, firing, promotion, discipline, levels of compensation and work duties.
4. The FSMC shall:
  - a. Provide the SFA with a schedule of employees, positions, assigned locations, salaries, and hours to be worked as part of the proposal. Specific locations and assignments will be provided to the SFA two calendar weeks prior to the commencement of operation;
  - b. Comply with all wage and hours of employment requirements of federal and state laws;
  - c. Be responsible for supervising and training personnel, including the SFA and the FSMC employed staff;
  - d. Be responsible for the hiring and termination of non-management staff who are employees of the FSMC;
  - e. Provide Workers' Compensation coverage for its employees, as required by law;
  - f. Instruct its employees to abide by the policies, rules, and regulations with respect to use of the SFA's premises as established by the SFA and furnished in writing to the FSMC;
  - g. Maintain its own personnel and fringe benefits policies for its employees, subject to review by the SFA;
  - h. Assign to duty on the SFA's premises only employees acceptable to the SFA;
  - i. Cause all of its employees assigned to duty on the SFA's premises to submit to health examinations as required by law, and shall submit satisfactory evidence of compliance with all health regulations to the SFA upon request;
  - j. Remove any employee who violates health requirements or conducts him/herself in a manner that is detrimental to the well-being of the students, provided such request is not in violation of any federal, state or local employment laws; and
  - k. Not blacklist or require a letter of relinquishment or publish or cause to be published or blacklisted any employee of the FSMC or the SFA discharged from or voluntarily leaving the service of the FSMC or the SFA with intent of and for the purpose of preventing such employee from engaging in or securing similar or other employment from any other corporation, company, or individual.
5. Staffing patterns, except for the Food Service Director, shall be mutually agreed upon.
6. In the event of the absence, termination, removal or suspension of any such employee, the FSMC shall immediately restructure the food service staff without disruption of service.

7. The use of student workers or students enrolled in vocational classes in the food service shall be mutually agreed upon.
8. All SFA and FSMC personnel assigned to the food service operation in each school shall be instructed in the use of all emergency valves, switches, and fire and safety devices in the kitchen and cafeteria areas.
9. To the extent and in the manner required by state law, the FSMC shall perform a security/criminal (background) check on any FSMC employee that will be working at the SFA and disclose the results to the SFA.
10. The FSMC shall conduct and document civil rights training for all food service employees, including front-line staff, on an annual basis.
11. Both the SFA and the FSMC shall ensure that their employees adhere to the professional standards and continuing education training requirements as required by federal regulations, 7 CFR §210.30, throughout the initial term and all renewals of this Contract. SFAs that operate the NSLP and SBP, must establish and implement professional standards for school nutrition program directors, managers, and staff as defined in 7 CFR §210.2. Both the SFA and FSMC shall establish and implement the foregoing standards and requirements under this Contract. Costs incurred by the FSMC to meet these standards shall not be passed on to the SFA.

#### **H. Use of Facilities, Inventory, Equipment, and Storage**

1. The SFA will make available, without any cost or charge to the FSMC, area(s) of the premises in which the FSMC shall render its services.
2. The SFA shall have full access to the food service facilities at all times and for any reason, including inspection and audit.
3. The FSMC and SFA shall, for:
  - a. Non-expendable supplies and capital equipment:  
At the commencement, termination or expiration of this Contract,
    - i. Take a physical inventory of all non-expendable supplies and capital equipment owned by the SFA, including, but not limited to, silverware, trays, chinaware, glassware and kitchen utensils and all furniture, fixtures, and dining room equipment utilized in the SFA's Food Service Program;
    - ii. Mutually agree on the usability of such supplies and equipment; at the expiration or termination of this Contract, the FSMC shall surrender to the SFA all non-expendable supplies and capital equipment in the condition in which it was received except for ordinary wear and tear.
    - iii. Damage by the elements and except to the extent that said premises or equipment may have been lost or damaged by vandalism, fire, flood or other acts of God, or theft by persons other than employees of FSMC except

through the negligence of the FSMC or its employees, or for any other reason beyond the control of the FSMC; and

- iv. Sign a summary of the beginning inventory and ending inventory at the expiration or termination of this Contract. A copy of each on file must be kept with this Contract.

4. The FSMC shall:

- a. Maintain the inventory of silverware, chinaware, kitchen utensils and other operating items necessary for the food service operation and at the inventory level specified by the SFA;
- b. Maintain adequate storage procedures, inventory and control of USDA Foods in conformance with the SFA's agreement with the SDA;
- c. Provide the SFA with keys for all food service areas secured with locks;
- d. Not remove any SFA owned equipment from SFA's premises;
- e. Comply with all SFA building rules and regulations; and
- f. Surrender to the SFA all the SFA's equipment and furnishings in good repair and condition. Reasonable wear and tear accepted upon termination of this Contract.

5. The SFA shall:

- a. Replace expendable equipment and replace, repair and maintain nonexpendable equipment except when damages result from careless use by the employees of the FSMC;
- b. Provide the FSMC with local telephone service, water, gas and electric service for the food service program;
- c. Furnish and install any equipment and/or make any structural changes to the facilities needed to comply with federal, state, or local laws, ordinances, rules and regulations;
- d. Be responsible for any losses as determined by the SFA in agreement with the FSMC, including USDA Foods, which may arise due to equipment malfunction or loss of electrical power not within control of the FSMC;
- e. Not be responsible for loss or damage to equipment owned by the FSMC and located on the SFA premises;
- f. Shall retain title to all the SFA food and supplies in the SFA during the course of this Contract; and
- g. Have access, with or without notice to all of the SFA's facilities used by the selected FSMC for the purpose of inspection and audit.

## **I. Health Certifications, Food Safety, and Sanitation**

1. The FSMC shall:

- a. Maintain, in the storage preparation and service of food, proper sanitation and health standards in conformance with all applicable State and local laws and regulations, and comply with the food safety inspection requirement of 7 CFR §210.13(b), 7 CFR §210.9(b) (14);
- b. Maintain all State of Nebraska and local health certification for any facility outside the school in which it proposes to prepare meals and shall maintain this health certification for the duration of this Contract 7 CFR § 210.16(c)(2);
- c. Obtain and post all licenses and permits as required by federal, state, and/or local law;
- d. Comply with all local and state sanitation requirements applicable to the preparation of food 7 CFR §210.16(a)(7);
- e. Adhere to the food safety program implemented by the SFA for all preparation and service of school meals, using a Hazard Analysis and Critical Control Point (HACCP) system as required by 42 U.S.C. §1758(h)(5)(A); and
- f. Allow at least two health inspections to be conducted by the Health Department at every site involved in school meal preparation and/or service as required by 42 U.S.C. §1758(h)(1).

2. The SFA shall:

- a. Maintain applicable health certification;
- b. Ensure the FSMC complies with all applicable state and local regulations pertaining to sanitation, preparing or serving meals at an SFA facility 7 CFR §210.16(a)(7); and
- c. Provide sanitary toilet and hand washing facilities for the employees of the FSMC as required by state and local sanitation requirements.

3. The SFA and FSMC will follow the responsibility for tasks as designated in Exhibit D: List of SFA Charts and Attachments, Chart 7, Designated Program Expenses.

## **J. Financial Terms**

1. All income accruing as a result of payments by children and adults, federal and state reimbursements, and all other income from sources such as donations, special functions, catering, a la carte, vending, concessions, contract meals, grants and loans shall be credited to the Non-profit School Food Service Fund on a daily basis.
2. Any profit or guaranteed return shall remain in the SFA's Non-profit School Food Service Account.

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3. The FSMC shall submit separate billing for special functions conducted outside of the nonprofit school food service account.
4. The FSMC will be responsible for providing the SFA with calculations of non-program food costs and program revenues in compliance with 7 CFR Part 210.14 (f). This information is due by June 30 unless otherwise mutually agreed upon as stated here: \_\_\_\_\_. The information must include food costs for reimbursable meals, food cost for non-program foods, and total revenue. Non-program foods include: a la carte; catering, vending; and student stores operated, or any other sales generated through the nonprofit school food service account not already described.
5. All facilities, equipment and services to be provided by the SFA shall be provided at the SFA's expense.
6. "Meal Equivalency Factor" means the sum of the current year's Federal Free Rate of Reimbursement, State Match Reimbursement Rate and Value of USDA Entitlement USDA Foods. The fixed per meal equivalent factor will be determined by:

Computation of Meal Equivalency Factor (MEF)

| Year One Meal Equivalency Factor (MEF)                                                                  |               |
|---------------------------------------------------------------------------------------------------------|---------------|
| 1. Current Year Federal Free Rate of Reimbursement for Lunch plus current performance based incentive : | \$3.22        |
| 2. Current Year State Match Reimbursement Rate for Lunch:                                               | \$0.02        |
| 3. Current Year Value of USDA Entitlement USDA Foods:                                                   | \$0.23        |
| <b>Total Meal Equivalency Factor (Sum of 1+2+3)</b>                                                     | <b>\$3.47</b> |

If the awarded contract is renewed, the MEF is recomputed for each renewal year and is provided by NDE in the renewal amendment.

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7. Payment Terms/Method – Fixed Price per Meal Fee Bid:

- a. The FSMC must bid and will be paid a fixed fee per meal. The offer amount should be based on assumption that no donated USDA Foods will be available for use and includes all expected rebates, discounts and other applicable credits. The method by which the FSMC will use and account for USDA Foods shall be in accordance with section F of the Standard Terms and Conditions herein above.

| TO BE COMPLETED BY THE FSMC:                                                                                                                        |                              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|
| Meal Type                                                                                                                                           | Fee Per Meal                 |
| NSLP Fixed Price Per Meal Fee                                                                                                                       | Breakfast: \$                |
|                                                                                                                                                     | Lunch: \$                    |
|                                                                                                                                                     | Afterschool Snack: \$        |
| SFSP Fixed Price Per Meal Fee                                                                                                                       | Breakfast: \$                |
|                                                                                                                                                     | Lunch: \$                    |
|                                                                                                                                                     | Snack: \$                    |
| CACFP Fixed Price Per Meal Fee                                                                                                                      | Breakfast: \$                |
|                                                                                                                                                     | Lunch: \$                    |
|                                                                                                                                                     | Supper: \$                   |
|                                                                                                                                                     | Snack: \$                    |
| Special Milk Program/Milk Break                                                                                                                     | Price per Carton: \$         |
| FFVP Meal Equivalent Fee (used for the conversion of monthly FFVP costs; includes food and operational costs only)                                  | \$                           |
| Meal Equivalent Fee for Non-Reimbursable Sales: ala carte, ineligible student meals, extra milk at meal time, paid adult meals, gratis adult meals. | \$                           |
| Meal Equivalent Factor                                                                                                                              | <u>\$3.47 for SY 2017-18</u> |

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- b. The Fixed Price per Meal Fees, Meal Equivalent Fees, and Meal Equivalency Factor may be increased on an annual basis based on the Consumer Price Index for All Urban Consumers during the 12-month period (May-May) of the previous year.
    - i. Such increases shall be effective on a prospective basis on each anniversary date of this Contract and will be allowed only if approved in advance by the SFA.
    - ii. Such percentage change will be provided by NDE.
    - iii. No other fee increases will be allowed.
    - iv. Renewal year contracts are contingent upon fulfillment of all contract provisions.
    - v. All contract renewals shall be for a period of one year upon mutual agreement between the SFA and FSMC. Renewal contracts cannot be effective prior to the final approval date by NDE and signed by both parties.
  - c. No payment will be made to the FSMC for meals that:
    - i. are spoiled or unwholesome at the time of delivery;
    - ii. do not meet detailed specifications as developed by the SFA for each food component in the meal pattern; or
    - iii. do not otherwise meet the requirements of this Contract.
8. Payment Terms/Method: The FSMC shall invoice the SFA within fifteen (15) days after the end of each Accounting Period for the total amount of the SFA's financial obligation for that Accounting Period.
9. No interest or finance charges that may accrue under this Contract may be paid from the SFA's Nonprofit School Food Service Account.
10. Insert if guaranty included in RFP: **The SFA to include if requesting a guaranty.**
  - a. The SFA and FSMC shall cooperate to ensure that the SFA's Food Service Program is operated in accordance with the SFA's Food Service Budget.
  - b. In the event the FSMC's operation of the SFA's Food Service Program results in a loss greater than the projected loss or a profit that is less than the projected profit stated, the FSMC shall, within thirty (30) days, pay the SFA a guaranty payment as provided for by the "Schedule of Terms for FSMC Guaranty" which is attached to this Contract as "Exhibit G" and fully incorporated herein.
  - c. In the event the FSMC pays a guaranty, the FSMC may not recover the guaranty from the SFA in subsequent Contract years.
11. The SFA shall not be responsible for any expenditure incurred by the FSMC before execution of this Contract and approval by NDE.

## K. Books and Records

1. The FSMC shall:

- a. Maintain records (supported by invoices, receipts, or other evidence) the SFA will need to meet monthly reporting responsibilities and
  - i. Submit monthly operating statements in a format approved by the SFA no later than the 15th day of the month, or \_\_\_\_\_, following the month in which services were rendered; and
  - ii. Submit participation records, including claim information by eligibility category, no later than 5th day of the month unless otherwise determined by the SFA & FSMC, following the month in which services were rendered. The SFA will complete edit checks on the submitted participation records prior to preparation and submission of the claim for reimbursement. When applicable, to support a timelier reimbursement claim, participation records shall be submitted prior to month end if the month end is preceded by more than four (4) non-school days (e.g., December);
- b. Maintain records at the SFA's premises to support all expenses appearing on the monthly operating statement;
- c. Keep records in an orderly fashion according to expense categories;
- d. Provide the SFA with a year-end statement;
- e. Provide all documents necessary for the independent auditor to conduct the SFA's single audit;
- f. Make its books and records pertaining to the Contract available, upon demand, in an easily accessible manner for a period of three years after the final claim for reimbursement for the fiscal year to which they pertain;
- g. Make the books and records available for audit, examination, excerpts, and transcriptions by the SFA or any state or federal representatives and auditors;
- h. Retain records beyond the three-year period if audit findings regarding the FSMC's records have not been resolved within the three-year record retention period, for as long as required for the resolution of the issues raised by the audit 7 CFR §210.9(b)(17), 7 CFR §3016.36(i)(10), and 7 CFR §3019.48(d);
- i. Maintain all records on site as required to support the SFA's claim for meal reimbursement 7 CFR §210.17(c)(1); and
- j. Authorized representatives of the SFA, NDE, USDA and USDA's Office of the Inspector General (OIG) shall have the right to conduct on-site administrative reviews of the food service operation.

2. The FSMC shall not remove federally required records from the SFA premises upon the expiration or termination of this Contract.

## **L. Term and Termination**

1. If at any time, the SFA shall make a reasonable decision that adequate funding from federal, state or local sources shall not be available to enable the SFA to carry out its financial obligation to the FSMC, the SFA shall have the option to terminate this Contract by giving ten (10) days written notice to the FSMC.
2. In the event either party commits material breach of this contract, the non-breaching party shall give the breaching party written notice specifying the default; the breaching party shall have thirty (30) days to cure the default.
  - a. If the default is not cured within that time, the non-breaching party shall have the right to terminate this Contract for cause by giving thirty (30) days written notice to the breaching party.
  - b. If the breach is remedied prior to the proposed termination date, the non-breaching party may elect to continue this Contract.
  - c. Notwithstanding the foregoing termination clause, in the event the breach concerns sanitation problems, the failure to maintain insurance coverage as required by this Contract, failure to provide required periodic information or statements or failure to maintain quality of service at a level satisfactory to the SFA, the SFA may terminate this Contract immediately.
3. Either party may terminate this Contract for cause by providing at minimum sixty (60) days prior written notice to the other party (7 CFR §210.16(c)(3)(d)).
4. In the event of the FSMC's nonperformance under this Contract or the violation or breach of the terms of this Contract, the SFA shall have the right to pursue any and all available administrative, contractual and legal remedies against FSMC. Nonperformance subjects the FSMC to specified sanctions in instances where the food service management company violates or breaches contract terms. The SFA shall indicate these sanctions in accordance with the procurement provisions stated in 7 CFR §210.21.
5. The FSMC shall promptly pay the SFA the full amount of any meal over claims, disallowed costs or other fiscal actions which are attributable to the FSMC's actions hereunder, including those over claims based on review or audit findings that occurred during the Effective Dates of original and renewal contracts.
6. The SFA is the responsible authority, without recourse, to the USDA or NDE for the settlement and satisfaction of all contractual and administrative issues arising in any way from this Contract. Such authority includes, but is not limited to, source evaluation, protests, disputes, claims or other matters of a contractual nature.

## M. Insurance

***The SFA MUST evaluate and determine acceptable insurance limits for this section.***

1. The FSMC shall maintain the insurance coverage set forth below for each accident provided by insurance companies authorized to do business in the state of Nebraska. A Certificate of Insurance of the FSMC's insurance coverage indicating these amounts must be submitted at the time of award.
2. The information below must be completed by the SFA:
  - a. Comprehensive General Liability—includes coverage for:
    - i. Premises—Operations
    - ii. Products—Completed Operations
    - iii. Contractual Insurance
    - iv. Broad Form Property Damage
    - v. Independent Contractors
    - vi. Personal Injury: \$\_\_\_\_\_ or \$1,000,000 coverage  
Combined Single Limit
  - b. Automobile Liability: \$\_\_\_\_\_ or \$ 1,000,000 coverage Combined Single Limit.
  - c. Workers' Compensation—Statutory: \$\_\_\_\_\_ or \$ 500,000 Employer's Liability with a combined single limit.
  - d. Excess Umbrella Liability: \$\_\_\_\_\_ or \$0.00 combined single limit or with a combined single limit of \$0.00.
3. The SFA shall be included as additional insured on General Liability, Automobile, and Excess Umbrella policies.
4. The contract of insurance shall provide for notice to the SFA of cancellation of insurance policies thirty (30) days before such cancellation is to take effect.
5. Notwithstanding any other provision of this Contract, the SFA shall not be liable to the FSMC for any indemnity.

## N. Trade Secrets and Proprietary Information

6. During the term of this Contract, the FSMC may grant to the SFA a nonexclusive right to access certain proprietary materials of the FSMC, including recipes, signage, food service surveys and studies, management guidelines and procedures, operating manuals, software (both owned by and licensed by the FSMC) and similar compilations regularly used in the FSMC business operations ("Trade Secrets").
  - a. The SFA shall not disclose any of the FSMC's Trade Secrets or other confidential information, directly or indirectly, during or after the term of this Contract, except as required by NE Law.
  - b. The SFA shall not photocopy or otherwise duplicate any such material without the prior written consent of the FSMC.

- c. All Trade Secrets and other confidential information shall remain the exclusive property of the FSMC, and shall be returned to the FSMC immediately upon termination of this Contract.
  - d. The SFA shall not use any confusingly similar names, marks, systems, insignia, symbols, procedures and methods.
  - e. Without limiting the foregoing and except for software provided by the SFA, the SFA specifically agrees all software associated with the operation of the food service, including without limitation, menu systems, food production systems, accounting systems and other software, are owned by or licensed to the FSMC and not the SFA.
  - f. Furthermore, the SFA's access or use of such software shall not create any right, title interest or copyright in such software and the SFA shall not retain such software beyond the termination of this Contract.
  - g. All of the SFA's obligations under this section are subject to the SFA's obligations under Nebraska Statute including the public records laws and any other law that may require the SFA to use, reproduce or disclose the FSMC's confidential information.
  - h. This provision shall survive termination of this Contract.
7. Any discovery, invention, software or program, where the development of which is paid for by the SFA, shall be the property of the SFA to which NDE and the USDA shall have unrestricted rights.
8. During the term of this Contract, the FSMC may have access to the SFA's Confidential Information, including identifiable, confidential student information that is protected from disclosure by federal law 42 U.S.C. §1758(b) (6)), 20 U.S.C. §2032(g) and 34 CFR part 19.
- a. The FSMC agrees to hold any SFA Confidential Information in confidence during the term of this Contract and thereafter.
  - b. The FSMC further agrees that the FSMC has no independent rights to this information. They will not make any of the SFA's Confidential Information available in any form to any third party, nor use Confidential Information for any purpose other than the performance of the FSMC's obligations under this Contract.
  - c. The FSMC will use reasonable security measures to protect the SFA's Confidential Information from unauthorized access, use or disclosure and ensure that the SFA's Confidential Information is not disclosed or distributed in violation of the terms of this Contract.

- d. Immediately upon the termination or expiration of this Contract, the FSMC shall return to the SFA any copies of SFA's Confidential Information provided to the FSMC by the SFA, and the FSMC will destroy all other copies of the SFA's Confidential Information in all forms, partial and complete, in all types of media and computer memory, and whether or not modified or merged into other materials. Other non-confidential program records pertaining to the contract period and renewals will be given to the SFA. If the SFA contracts for meals with another SFA of a Child Nutrition Program, the FSMC shall also provide that SFA with all pertinent documents for the contract period and renewals.

**O. Summer Food Service Program (Also Refer to Appendix A)**

1. The SFA shall be responsible for determining eligibility of all SFSP sites.
2. The SFA, as sponsor, shall be responsible for all management responsibilities of the SFSP, as described in 7 CFR § 225.15(a)(3), described in Appendix A.

**P. Optional Services to Be Included (To be completed by the SFA)**

1. The SFA and FSMC will not be able to incorporate into their agreement by any method, including an additional exhibit or guaranty terms that the FSMC will provide items without the SFA stating such options in the RFP prior to issuance.

**The scope of this Contract will include these additional services. The SFA must clearly indicate if any additional services are being requested in Exhibit F.**

2. Financing of Certain Equipment:

The FSMC may finance expendable equipment for the SFA's Food Service Program in an amount not to exceed \$5,000 or a lesser amount which has been specified by the SFA's Capitalization Threshold of:           N/A          .

- a. The SFA will conduct procurement in accordance to applicable state and federal rules and regulations for any purchase that is financed by the FSMC;
- b. The FSMC cannot be the vendor for any procurement that it finances for the SFA.
- c. The SFA shall repay any financing provided by the FSMC at the rate specified when the equipment was purchased. The sum shall be charged to the SFA as a Direct Cost to the food service program.
- d. Ownership of the equipment shall at all times remain with the SFA.

- e. Any equipment costing \$5,000 or more must be approved in advance by NDE.

|                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| If the Contract expires or is terminated prior to the complete repayment of the investment, the SFA shall, on the expiration date, or within five days after receipt by either party of any notice of termination under this Contract, either the SFA will:<br><b>(SFA must check below what will happen to the investment/equipment)</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| X                                                                                                                                                                                                                                                                                                                                         | Reimburse the FSMC the unpaid portion of the investment.                                                                                                                                                                                                                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                                                           | Deliver the equipment or other items funded by the investment to the FSMC.                                                                                                                                                                                                                                                                                                                                                      |
|                                                                                                                                                                                                                                                                                                                                           | Lease purchase the equipment or other items funded by the investment from the FSMC and continue to pay the FSMC a monthly payment in the amount specified when the equipment was purchased until the balance of the investment is repaid. In this event, the SFA's obligation under the Lease Purchase Agreement with the FSMC shall be subject to the SFA's ratification of the rental agreement for each ensuing fiscal year. |

#### Q. Certifications

1. The FSMC shall execute and comply with the following Certifications which are attached to this Contract as Exhibits and fully incorporated herein:
  - a. Anti-collusion Affidavit (Exhibit K);
  - b. Certification Regarding Lobbying (Exhibit L); and
  - c. Standard Form-LLL, Disclosure Form to Report Lobbying, when applicable (Exhibit M).

#### R. Miscellaneous

1. Governing Law: This Contract is governed by and shall be construed in accordance with Nebraska law.
2. Headings: All headings and formatting contained in this Contract are for convenience of reference only, do not form a part of this Contract, and shall not affect in any way the meaning or interpretation of this Contract.
3. Incorporation/Amendments:
  - a. This Contract, which incorporates the attached Exhibits A – M and the SFA's RFP and Contract (collectively the "Contract Documents"), contain the entire agreement between the parties with relation to the transaction contemplated hereby, and there have been and are no covenants, agreements, representations, warranties or restrictions between the parties with regard thereto other than those specifically set forth in this Contract.
  - b. In the event of a conflict between or among any of the terms of the Contract Documents, such conflicts shall be resolved by referring to the Contract Documents in the following order of priority:

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- i. Contract;
- ii. The FSMC's proposal documents approved by the SFA; and
- iii. The SFA's RFP.

No modification to this Contract shall become valid unless made in writing, signed by the parties, and approved by NDE.

4. Indemnity:

- a. Except as otherwise provided in this Contract, the FSMC will defend, indemnify, and hold the SFA harmless from and against all claims, liability, loss, and expense, including reasonable collection expenses, attorneys' fees, and court costs which may rise because of the actions of the FSMC, its agents or employees in the performance of its obligations under this Contract, except to the extent any such claims or actions result from the negligence of the SFA, its employees or agents.
- b. This clause shall survive termination of this Contract.

5. Nondiscrimination: In accordance with Federal law and United States Department of Agriculture policy, this Institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. Both the SFA and FSMC agree that no child who participates in the NSLP, SBP, SMP, ASCP, CACFP, SFSP-SSO, or SFSP will be discriminated against on the basis of race, color, national origin, age, sex, or disability.

6. Notices:

- a. All communications, in any form, which are required or permitted hereunder, except those required under Emergency Notification herein, shall be sufficient if given in writing and delivered personally, or by sending a copy thereof by first class or express mail, postage prepaid, or by facsimile transmission to the address (or to the facsimile or telephone number), as follows:

To the SFA: Chase County Schools, c/o Joseph Lefdal  
520 E. 9<sup>th</sup> St., P.O. Box 577, Imperial, NE 69033

To the FSMC: \_\_\_\_\_

Copy to: \_\_\_\_\_

- b. If such notice is as above, it shall be deemed to have been given to the person entitled thereto when deposited in the United States mail or courier service for delivery to that person or, in the case of facsimile transmission, when received.

7. Severability: If one or more provisions of this Contract, or the application of any provision to either party or circumstance is held invalid, unenforceable or illegal in any respect, the remainder of this Contract and the application of the provision to other parties or circumstances shall remain valid and in full force and effect.

8. Silence, absence or omission: Any silence, absence, or omission from the Contract specifications concerning any point shall be regarded as meaning that only the best

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commercial practices are to prevail and that only materials (e.g., food, supplies, etc.) and workmanship of a quality that would normally be specified by the SFA are to be used.

9. Subcontract/Assignment: No provision of this Contract shall be assigned or subcontracted without prior written consent of the SFA, except that the FSMC may, after notice to the SFA, assign this Contract in its entirety to an affiliated company or wholly owned subsidiary without prior written consent and without being released from any of its responsibilities hereunder.
10. Waiver: The failure of the FSMC or SFA to exercise any right or remedy available under this Contract upon the other party's breach of the terms, covenants or conditions of this Contract or the failure to demand prompt performance of any obligation under this Contract shall not be deemed a waiver of such right or remedy; of the requirement of punctual performance; or of any subsequent breach or default on the part of the other party.
11. NDE-Nutrition Services review: This Contract is not effective until it is approved, in writing, by NDE-Nutrition Services.

#### IV. AGREEMENT

Offeror certifies the FSMC shall operate in accordance with all applicable state and federal regulations.

Offeror certifies all terms and conditions within the Proposal shall be considered a part of this Contract as if incorporated therein.

This Contract shall be in effect for one year and may be renewed by mutual agreement for up to four additional one-year periods.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed by their duly authorized representatives.

ATTEST:

\_\_\_\_\_

**SCHOOL FOOD AUTHORITY:**

\_\_\_\_\_  
Name of SFA

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

\_\_\_\_\_  
Typed Name of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

ATTEST:

\_\_\_\_\_

**FOOD SERVICE MANAGEMENT COMPANY:**

\_\_\_\_\_  
Name of FSMC

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

\_\_\_\_\_  
Typed Name of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date Signed

## **APPENDIX A – SUMMER FOOD SERVICE PROGRAM**

Sponsors may not contract out the following management responsibilities of the Program (7 CFR §225.15(a)(3)). The SFA is responsible for full compliance with rules and regulations relating to implementation of the SFSP (7CFR § 225.15(3)).

The following administrative responsibilities must remain with an employee of the SFA, as the SFSP Sponsor, and may not be delegated to an FSMC employee.

The SFA is responsible to:

1. Meal orders:
  - a. Inform the FSMC of approved level at each site for which the FSMC will provide meals.
  - b. Plan for and prepare or order meals on the basis of participation trends with the objective of providing only one meal per child at each meal service.
2. Records and claims:
  - a. Maintain accurate records which justify all costs and meals claimed
  - b. Submit claims for reimbursement in accordance with 7 CFR §225.15
3. Training and monitoring:
  - a. Hold Program training sessions for its administrative and site personnel
  - b. Not allow a site to operate until personnel attend at least one of the trainings
  - c. Visit each of their sites at least once during the first week of SFSP operation
  - d. Review food service operations at each site at least once during the first four weeks of Program operations
  - e. Maintain a reasonable level of site monitoring
  - f. Document required SFSP site visits of all sites
4. Determination / Processing of Free and Reduced Price applications:
  - a. Coordination of printing of materials
  - b. Approving Official, Hearing Official, or contact person for questions
  - c. Development of materials for distribution from prototypes provided by CDE, including Letter to Parents, Application, Public Release, etc
  - d. Distribution of materials to parents/guardians
  - e. Collection of submitted applications
  - f. Processing of applications, including approval/denial and follow-up to obtain complete information
  - g. Inputting data into computer if applications approved manually
  - h. Inputting data into computer if computer system automatically determines eligibility
  - i. Final approval and signature of approving official
  - j. Notification of approval and status to parent/guardian

5. Submission of Media Release.
6. Completion of SFSP Sponsor and Site Application
7. Preparation and submission of claim for reimbursement
  - a. Compiling daily site counts at the school and the SFA level, and maintaining records.
  - b. Signing the claim for reimbursement.
8. The FSMC may complete the following duties in the SFSP for the SFA
  - a. Meal preparation. Preparation of food according to the menu planning option.
  - b. Meal delivery.
  - c. Meal service. Meals served within the designated time period.
  - d. Procurement of food.
9. The FSMC or SFA may ensure that in storing, preparing, and serving food, proper sanitation and health standards are met. The SFA shall immediately correct any problems found as a result of a health inspection and shall submit written documentation of the corrective action implemented within two weeks of the citation.
10. The SFA shall be responsible for determining eligibility of all SFSP sites.
11. Bonding requirements:
  - a. Bid guarantee (when the SFSP portion of the bid exceeds \$100,000):
    - i. Offeror shall submit with his or her bid guarantee in the amount of \$\_\_\_\_\_ not less than 5 percent or more than 10 percent of total bid price,
    - ii. Shall be in the form of a firm commitment such as bid bond, postal money order, certified check, cashier's check, or irrevocable letter of credit.
    - iii. Bid guarantees other than bid bonds will be returned
      - a) to unsuccessful offerors as soon as practicable after the opening of proposals; and
      - b) to the successful offeror upon execution of such further contractual documents (i.e., insurance coverage) and bonds as may be required by the bid.
  - b. Performance guarantee (when the SFSP portion of the Contract exceeds \$100,000):

The FSMC must obtain a performance bond in the amount of \$\_\_\_\_\_ (not less than 10 percent nor more than 25 percent of the value of the Contract) which shall be in the form of a firm commitment such as bid bond, postal money order, certified check, cashier's check, or irrevocable letter of credit. Bid guarantees other than bid bonds will be returned to unsuccessful Offerors as soon as

practicable after the opening of proposals. Performance bonds for the successful Offeror shall be held for the duration of the Contract.

12. The FSMC must comply with the 21-day menu cycle approved by the SFA for the SFSP. The SFA shall approve any changes in the menus no later than two weeks prior to service after the initial cycle has been used.
13. The SFA will make final determination of the opening and closing dates of all SFSP sites.
14. The FSMC may use USDA Foods to conduct the SFSP in accordance with Section E of the Standard Terms and Conditions herein above and 7 CFR §225, 7 CFR §3016 or 3019.

## **Appendix B – Fresh Fruit and Vegetable Program**

As referenced in SP 33-2012, the FSMC shall provide full documentation of allowable costs to the SFA. This documentation must clearly outline the allocation of monthly costs claimed for reimbursement of the FFVP, such as time certification for labor charges which identify specific staff/hourly wage, actual costs documented by invoice of fresh fruit/vegetables and small supplies. The SFA shall use this information from the FSMC to complete the reimbursement claim for the FFVP.

### **Responsibilities of the FSMC:**

- a. Be completely apprised of all FFVP policies and rules to guarantee the program is operated in compliance with FNS standards;
- b. Submit a FFVP cycle menu with the expectation that FFVP will be offered a minimum of 2 times a week to SFA. Portion sizes for each fresh fruit and vegetable should be indicated on the cycle menu and based on FNS guidance.
- c. Documents and tracks FFVP expenses separately and makes this documentation accessible for the SFA to review and submit an accurate claim. Information provided to SFA by the 5th of the month for claim submission.
- d. Billing: Full disclosure of participation in the FFVP is provided under Standard Terms and Conditions, Section B, Paragraph 5 of this RFP/contract and any FFVP administrative expenses are considered part of the fixed meal price and not billed separately. The FSMC will bill the SFA using the actual costs of fruits/vegetables, small supplies and foodservice staff labor which is not included in any other meal fee. The total of these costs will be converted to meal equivalents and then multiplied by the FSMC's FFVP fee per ME.

### **Responsibilities of the SFA:**

- a. Be completely apprised of all FFVP policies and rules to guarantee the program is operated in compliance with FNS standards;
- b. Regularly monitor the FSMC operations to ensure compliance with relevant FFVP requirements and all provisions of the contract.
- c. Submit the FFVP claim for reimbursement

### **Appendix C - Child and Adult Care Food Program (CACFP)**

**Important separation of duties with CACFP:** When providing food service management duties on behalf of SFA for CACFP, FSMC will be limited in its management authority; management functions which institutions may not contract out under any circumstance include claim submission, monitoring, corrective action, and preparation of application materials. Institutions may contract out for specific management tasks, such as bookkeeping (but not claims submission), data processing, or the service of a nutritionist.

1. The SFA shall be responsible for determining eligibility of all CACFP sites.
2. The SFA is responsible for ensuring the FSMC conforms to its agreement with the State agency as per all requirements as specified at 7 CFR Part 226.21.
3. The SFA is responsible for the administration of the CACFP according to 7 CFR Part 226 (e.g., submitting the reimbursement claim, monitoring sites if applicable).
4. The SFA shall immediately correct any problems found as a result of a health inspection and shall submit written documentation of the corrective action implemented within two (2) weeks of the citation.
5. The FSMC must comply with the SFA's 21-day CACFP menu cycle for the first 21 days of operation. The SFA must approve all changes to any additional menu cycle developed by the FSMC for the CACFP.
6. The SFA shall not delegate any CACFP management responsibilities to the FSMC as specified in the Food and Nutrition Instruction 792-2, Rev.1 and as specified at 7 CFR 226.15(c).
  - a. The financial terms of this Amendment are based upon the existing conditions and the following assumptions:
  - b. The SFA's policies, practices, and service requirements shall remain consistent throughout the Contract term and any subsequent Contract renewals.
  - c. Meal components and quantities required by the CACFP remain consistent with prior years.
  - d. The projected number of full feeding days is: \_\_\_\_\_.

## Exhibit A: SITE INFORMATION

**Complete the list of all sites with the following information for each site**

**Feeding site name/indicate if food is prepared on site or is a satellite of another site/grades/current enrollment/anticipated enrollment**

## SFA SITE/BUILDING LISTING – GENERAL DATA

**(To be completed by the SFA)**

[illegible]~~List grade groups that have access to meal service~~

<sup>2</sup> Indicate if site or school prepares meals on site or if meals are satellite sent in bulk or pre-plated.

<sup>3</sup> A reimbursable meal is to be offered which meets the standard established with the menus included as part of this proposal.

<sup>2</sup> SFA must declare if FSMC needs to provide vending and concessions at any given site.<sup>3</sup> Contract meals-meals served to other SFAs

SFA Initials JZ  
FSMC Initials \_\_\_\_\_

## SFA SITE/BUILDING LISTING – SERVICES TO BE PROVIDED<sup>2</sup>

**(To be completed by the SFA)**

[illegible]

**Indicate if any of these apply:**

Adult Meals, Catering/Contract Meals, Vending (if operated by FSMC), Concessions (if operated by FSMC), Farm to School Program [interested in implementing]

Morning and afternoon milk break is a non-federal reimbursable service some schools provide. If food is being provided/purchased for any group on a regular basis indicate in the "Other" category.

## Exhibit B: MENU CYCLES

Attach a sample 21-day cycle menu for all programs the SFA participates in or has plans to participate in. These menus must meet all USDA regulations and requirements and are to be used as a standard for the purpose of basing bids or estimating average cost per meal.

This menu must be used for the first 21-day cycle of the new school year for the following applicable programs:

- School Breakfast Program
- National School Lunch Program
- A La Carte Program (list items/selling prices for all items sold ala carte)
- After School Care Snack Program
- Fresh Fruit and Vegetable Program
- Summer Food Service Program
- Child and Adult Care Food Program

**\*\*\*The FSMC is required to submit a 21-cycle menu for each program the SFA is requesting services for.**

### Exhibit C: FOOD SERVICE BUDGET

To be completed by SFA - If SFA does not have a school board approved Budget, submit a draft

|                                                            |                             |                     |                |
|------------------------------------------------------------|-----------------------------|---------------------|----------------|
| <b>SFA:</b>                                                | <b>Chase County Schools</b> | <b>School Year:</b> | <b>2016-17</b> |
| <b>Revenues</b>                                            |                             |                     |                |
| <b>Cash Sales</b>                                          |                             |                     |                |
| Student Breakfast Sales                                    |                             | \$                  | 2418           |
| Student Lunch Sales                                        |                             | \$                  | 130,092        |
| Student Snack Sales                                        |                             | \$                  |                |
| Student a la carte Sales                                   |                             | \$                  | 2500           |
| Adult Sales                                                |                             | \$                  | 15600          |
| Catering Sales                                             |                             | \$                  |                |
| Interest Income                                            |                             | \$                  |                |
| Concession Sales                                           |                             | \$                  |                |
| Vended Meal Sales                                          |                             | \$                  |                |
| Vending Machine Sales                                      |                             | \$                  |                |
|                                                            | <b>Total Cash</b>           | \$                  | 150,610        |
| <b>State and Federal Reimbursement/Funding</b>             |                             |                     |                |
| Lunch                                                      |                             | \$                  | 96,302         |
| Breakfast                                                  |                             | \$                  | 7920           |
| Snacks                                                     |                             | \$                  |                |
| SFSP                                                       |                             | \$                  |                |
| State Matching Fund                                        |                             | \$                  |                |
| USDA Foods Received                                        |                             | \$                  |                |
| Other Funding                                              |                             | \$                  |                |
|                                                            | <b>Total Reimbursements</b> | \$                  | 104,222        |
| <b>All Cash Sales + All Reimbursements= Total Revenues</b> |                             | \$                  | 254,832        |
| <b>Expenses</b>                                            |                             |                     |                |
| Gross Food Costs                                           |                             | \$                  | 139,642        |
| Food Delivery Costs                                        |                             | \$                  |                |
|                                                            |                             | \$                  |                |
|                                                            |                             | \$                  |                |
|                                                            |                             | \$                  |                |
|                                                            |                             | \$                  |                |
|                                                            |                             | \$                  |                |
|                                                            | <b>Total Expenses</b>       | \$                  | 139,642        |
| <b>USDA Foods</b>                                          |                             |                     |                |
| USDA Foods Used (Contact SDA for annual SFA usage amount)  |                             | \$                  | (28,995)       |
| USDA Foods Delivery                                        |                             | \$                  |                |
| USDA Foods Processing                                      |                             | \$                  |                |
| <b>Total Revenues – Total Expenses = Surplus / Subsidy</b> |                             | \$                  | 110,647        |
|                                                            |                             | \$                  |                |
| <b>Labor Expenses - #Full Time Equivalents</b>             |                             |                     |                |
| <b>FSMC SALARIED EMPLOYEES: FTE</b>                        |                             |                     |                |
| <b>(Completed by the current FSMC, if applicable)</b>      |                             |                     |                |
| Gross Salaries                                             |                             |                     |                |
| Education Assistance                                       |                             |                     |                |
| Incentive Payments                                         |                             |                     |                |
| Bonus                                                      |                             |                     |                |

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|                                                  |                                  |
|--------------------------------------------------|----------------------------------|
| Merit Increases                                  |                                  |
| Retirement                                       |                                  |
| 401K, 403 (b)(7)                                 |                                  |
| Fringe Benefits                                  |                                  |
| Payroll Taxes                                    |                                  |
| <b>FSMC Hourly Staff: FTE</b> _____              |                                  |
| Gross Salaries                                   |                                  |
| Fringe Benefits                                  |                                  |
| Payroll Taxes                                    |                                  |
| <b>District SALARIED EMPLOYEES: FTE</b> <u>0</u> |                                  |
| Gross Salaries                                   |                                  |
| Retirement                                       |                                  |
| Fringe Benefits                                  |                                  |
| Payroll Tax                                      |                                  |
| <b>District Hourly Staff FTE</b> <u>4</u>        |                                  |
| Gross Salaries                                   | \$ 84,172                        |
| Fringe Benefits                                  | \$ 20,560.86                     |
| Payroll Taxes                                    | \$ 5903.87                       |
| <b>Other Payroll Costs (FSMC)</b>                |                                  |
| Worker's Comp                                    |                                  |
| Other                                            |                                  |
| <b>Other Payroll Costs (District)</b>            |                                  |
| Worker's Comp                                    | 0                                |
| Other                                            |                                  |
| <b>TOTAL LABOR EXPENSES</b>                      | <b>\$ 110,636.73</b>             |
| <b>FSMC FEES</b>                                 |                                  |
| Administrative/Management                        | <b>Total Fees</b>                |
| <b>FSMC DIRECT EXPENSES</b>                      | <b>Total FSMC Direct Costs</b>   |
| <b>FSMC INDIRECT EXPENSES</b>                    | <b>Total FSMC Indirect Costs</b> |
| <b>SFA DIRECT EXPENSES</b>                       |                                  |
| Paper & Disposables                              | <b>\$ 17,400</b>                 |
| Replacement/Small wares                          |                                  |
| Contracted Labor (specify)                       |                                  |
| Auto Expenses                                    |                                  |
| Telephone                                        |                                  |
| Office Supplies/Postage                          |                                  |
| Bank Deposit Services                            |                                  |
| Uniforms & Laundry                               |                                  |

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|                                                                                |                               |                                             |
|--------------------------------------------------------------------------------|-------------------------------|---------------------------------------------|
| Other Delivery & Freight/Non-food                                              |                               |                                             |
| Advertising/Promotion/Menu                                                     |                               |                                             |
| Marketing/Décor                                                                |                               |                                             |
| Equipment Repair                                                               |                               |                                             |
| Licenses                                                                       |                               |                                             |
| Employee Travel                                                                |                               |                                             |
| Security Background Checks                                                     |                               |                                             |
| Miscellaneous – Specify                                                        |                               |                                             |
|                                                                                |                               | <b>Total SFA Direct<br/>Costs \$ 17,400</b> |
| <b>School District Employee Responsible for submission of this budget data</b> |                               |                                             |
| <b>Name</b><br>:                                                               | Joseph Lefdal, Superintendent |                                             |
| <b>FSMC Employee Responsible for submission of this budget data</b>            |                               |                                             |
| <b>Name</b><br>:                                                               |                               |                                             |

## **Exhibit D: LIST OF SFA CHARTS AND ATTACHMENTS**

**[SFA shall provide to all vendors with RFP/Contract]**

- Chart 1 (A-D):** Food Service Staffing for all sites:  
Identify each SFA food service staff/position that will be retained/paid by the SFA for the duration of the contract/renewals
- Chart 2 (A-C):** Participation Data for current year.
- Chart 3:** Prices for student and adult meals (Include projected meal price increases)
- Chart 4:** SFA Meal Charge Policy
- Chart 5:** **Copies of Reimbursement Claims for Current and Prior School Years (Summary View with show site meal details)**
- Chart 6:** School Calendar for 2016-17. If SFA does not have an approved school calendar, submit projected school calendar.
- Chart 7:** Designation of Program Expenses  
The column selected by the SFA for each expense represents whether the SFA or FSMC is responsible for that cost

### Chart 1 A: LABOR WORK SHEET - SFA

(To be completed by the SFA for SFA Food Service Employees)  
Pay rates for the year 2015 - 2016

| SITE OR SCHOOL       | JOB TITLE  | HOURLY RATE (\$) | DAILY HOURS | NUMBER OF DAYS PAID | TOTAL ANNUAL WAGE (\$) | UNEMPLOYMENT COMPENSATION | Indicate if employee will retain/paid by the SFA during the contract term. |
|----------------------|------------|------------------|-------------|---------------------|------------------------|---------------------------|----------------------------------------------------------------------------|
| Chase County Schools | Head of FS | 16.32            | 8           | 180                 | 23500                  |                           | N                                                                          |
| Chase County Schools | Helper     | 14.14            | 6           | 179                 | 15186.36               |                           | N                                                                          |
| Chase County Schools | Helper     | 12.60            | 6           | 179                 | 13532.40               |                           | N                                                                          |
| Chase County Schools | Helper     | 11.50            | 6           | 166                 | 12408.50               |                           | N                                                                          |
| Chase County Schools | Helper     | 12.81            | 6           | 179                 | 13764                  |                           | N                                                                          |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
|                      |            |                  |             |                     |                        |                           |                                                                            |
| Total Labor          |            |                  |             |                     | \$78,391.26            |                           |                                                                            |
| Retirement           |            |                  |             |                     | \$7681.45              |                           |                                                                            |
| Substitute Pay       |            |                  |             |                     | \$2882.90              |                           |                                                                            |

**NOTE: Use actual rates for SFA; do not use a prorated statewide average benefit rate**

SFA Initials 22  
FSMC Initials \_\_\_\_\_

### Chart 1 B: LABOR WORK SHEET- FSMC

(To be completed by the FSMC for FSMC employees)

Pay rates for the year \_\_\_\_\_ - \_\_\_\_\_

[illegible]

**NOTE: Use actual rates for FSMC; do not use a prorated statewide average benefit rate.**

SFA Initials             
FSMC Initials

### Chart 1 C: FRINGE BENEFIT COST WORK SHEET - SFA

(To be completed by the SFA for the SFA Food Service Employees)

**List Annual Cost for the Year 2015 - 2016**

| EMPLOYEE NAME      | HOSPITALIZATION<br>(Medical)<br>\$ | DENTAL<br>\$ | VISION<br>\$ | LONGEVITY<br>OR ANNUITY<br>\$ | LIFE<br>\$ | RETIRE<br>-<br>MENT<br>\$ | OTHER'<br>\$ | TOTAL<br>\$ |
|--------------------|------------------------------------|--------------|--------------|-------------------------------|------------|---------------------------|--------------|-------------|
| Cynthia Brunkhorst | 4137.96                            | 303.72       | 0            | 0                             | 0          | 2451.50                   | 1829.72      | 8722.90     |
| Janice Jaeger      | 0                                  | 0            | 0            | 0                             | 0          | 1517.56                   | 1195.04      | 2712.60     |
| Janice Large       | 0                                  | 0            | 0            | 0                             | 0          | 1349.44                   | 1088.11      | 2437.55     |
| Stephanie Whitlow  | 3092.37                            | 278.41       | 0            | 0                             | 0          | 1274.98                   | 927.75       | 5573.51     |
| Rachelle Knehans   | 3630.45                            | 303.72       | 0            | 0                             | 0          | 1087.97                   | 864.79       | 5886.93     |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
|                    |                                    |              |              |                               |            |                           |              |             |
| TOTAL COSTS        | \$10,860.78                        | \$885.85     | \$0          | \$0                           | \$0        | \$7681.45                 | \$5905.41    | \$25,333.49 |

**' Include Paid Time Off (PTO), Holiday pay and Sick pay**

SFA Initials  
FSMC Initials

**If Workers' Compensation cost is charged to food service, what is percentage? \_\_\_\_\_%**  
**NOTE: Use actual rates for SFA; do not use a prorated statewide average benefit rate.**

List Annual Cost for the Year \_\_\_\_\_ - \_\_\_\_\_

[illegible]

If Workers' Compensation cost is charged to food service, what is percentage? \_\_\_\_\_%

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*NOTE: Use actual rates for FSMC; do not use a prorated statewide average benefit rate.*

SFA Initials         
FSMC Initials





**Chart 2 C: SFA SPECIFICATION WORK SHEET ON AVERAGE DAILY PARTICIPATION (ADP)**

**AFTER SCHOOL CARE SNACK PROGRAM**  
(To be completed by the SFA)

[illegible]

**\*Do not include Special Functions**

### Chart 3: Prices for student and adult meals

List all student and adult meal prices for current school year and projected student and adult meal prices for next school year:

| <b>MEAL PRICES:</b>                                                                           | <b>2016-17</b> | <b>2017-18</b> |
|-----------------------------------------------------------------------------------------------|----------------|----------------|
| <b>BREAKFAST:</b>                                                                             |                |                |
| Elementary Paid                                                                               | 1.40           | 1.45           |
| Middle School Paid                                                                            | 1.40           | 1.45           |
| High School Paid                                                                              | 1.40           | 1.45           |
| Adult Paid                                                                                    | 2.10           | 2.15           |
|                                                                                               |                |                |
| <b>LUNCH:</b>                                                                                 |                |                |
| Elementary Paid                                                                               | 2.45           | 2.55           |
| Middle School Paid                                                                            | 2.45           | 2.55           |
| High School Paid                                                                              | 2.65           | 2.80           |
| Adult Paid                                                                                    | 3.55           | 3.55           |
|                                                                                               |                |                |
| <b>AFTER-SCHOOL SNACK<br/>(Non-Area Eligible)</b>                                             |                |                |
| Paid                                                                                          |                |                |
|                                                                                               |                |                |
| <b>MILK BREAK</b><br>Non-reimbursable milk<br>served to elementary grades<br>in-between meals |                |                |
|                                                                                               |                |                |
| <b>CONTRACT MEALS –sold<br/>to others</b>                                                     |                |                |
| Elementary Paid                                                                               |                |                |
| High School Paid                                                                              |                |                |
| Adult Paid                                                                                    |                |                |
|                                                                                               |                |                |
| <b>ALA CARTE FOODS</b>                                                                        |                |                |
| Second Entrees                                                                                | 1.00           | 1.25           |
| Milk                                                                                          | .35            | .50            |
| <b>List other items sold<br/>below:</b>                                                       |                |                |
|                                                                                               |                |                |
|                                                                                               |                |                |
|                                                                                               |                |                |
| <b>Alternative Meal – meal<br/>provided for students with<br/>negative balance</b>            | Free           | 1.00           |
|                                                                                               |                |                |

#### Chart 4: SFA's Charge Policy

**Insert the SFA's Charge Policy, which would include, if applicable the availability of alternate meals. Indicate below how alternate meals are handled.**

|   |                                                                                                                                                                               |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|   | Alternate Meals are not provided.                                                                                                                                             |
|   | A reimbursable alternate meal is provided; student's account is charged.                                                                                                      |
|   | A reimbursable alternate meal is provided; students account is not charged.<br>District pays for this meal with non-federal funds.                                            |
| X | A non-reimbursable meal is charged to students account.<br><b>Food items offered:</b>                                                                                         |
|   | A non-reimbursable meal is not charged to student's account.<br>District pays for these meals with non-federal funds.<br><b>Food items offered: Sandwich, Salad bar, Milk</b> |

#### N. CAFETERIA

Student cafeteria accounts are managed within a computerized account tracking system. The cafeteria account balances may be viewed on line using the parent portal of Infinite Campus. Parents are requested to keep their student lunch accounts in the positive. Parents can send money to the front office or use our online pay application located on our website. In order to utilize our lunch program, a student must have a positive balance to participate in the Lunch Program. Students will be notified when their account reaches a balance of less than \$0. An automated message will be sent that day and every following Monday. If an account falls in the negative for three days, the student will be denied a lunch. An alternative lunch will be provided for any students whose account is in the negative. This will consist of a milk and sandwich. A reduced charge of \$1.00 will be added to the student account.

Students may bring their own lunch if they plan to eat in the cafeteria during lunch break. Free and reduced price lunches cannot be issued until the correct forms are filled out by parents, returned to the office and approval given. Any student qualified for free or reduced meals the previous year will be able to start school with this qualification but the proper forms need to be filled out and returned to the office as soon as possible.

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If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), or at any USDA office, or call (866) 6329992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S. W., Washington, D.C. 202509410, by fax (202) 6907442, or email at [program.intake@usda.gov](mailto:program.intake@usda.gov). Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 8778339; or (800) 8456163 (Spanish). USDA is an equal opportunity provider and employer. Applications for free and reduced priced meals may be obtained from any building principal's office or the Superintendent's Office.

## **Chart 5: Copies of Reimbursement Claims**

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Copies of Reimbursement Claims for all programs the SFA participates in for Current (August-Dec) and Prior School Year (August-May) in the Summary View with show site meal details. If SFA participates in SFSP include Reimbursement Claims for Prior Summer.

Breakfast, Lunch, Afterschool Snack, Special Milk

Fresh Fruit and Vegetable Program

Summer Food Service Program

Child and Adult Care Food Program

**Chart 6: School Calendar for 2017-18**

Insert the SFA School Calendar for next SY.

**Chart 7: Designations of Program Expenses**

| DESCRIPTION                                              | FSMC        | SFA        | N/A5<br>*  |
|----------------------------------------------------------|-------------|------------|------------|
| <b>FOOD:</b>                                             |             |            |            |
| Food Purchases                                           | X           |            |            |
| Processing of Invoices                                   | X           |            |            |
| Payment of Invoices                                      | X           |            |            |
| Donated Food Inventory Control                           | X           |            |            |
| Storage/Delivery Charges of Donated Food                 | X           |            |            |
| Commodity Processing Charges                             | X           |            |            |
| Delivery of Donated Food between school buildings        | X           |            |            |
| <b>LABOR</b>                                             | <b>FSMC</b> | <b>SFA</b> | <b>N/A</b> |
| <b>FSMC EMPLOYEES:</b>                                   |             |            |            |
| Salaries/Wages                                           | X           |            |            |
| Fringe Benefits and Insurance                            | X           |            |            |
| Retirement                                               | X           |            |            |
| Payroll Taxes                                            | X           |            |            |
| Workers' Compensation                                    | X           |            |            |
| Unemployment Compensation                                | X           |            |            |
| <b>SFA EMPLOYEES:</b>                                    |             |            |            |
| Salaries/Wages                                           |             |            | X          |
| Fringe Benefits and Insurance                            |             |            | X          |
| Retirement                                               |             |            | X          |
| Payroll Taxes                                            |             |            | X          |
| Workers' Compensation                                    |             |            | X          |
| Unemployment Compensation                                |             |            | X          |
| <b>OTHER PURCHASED SERVICES</b>                          |             |            |            |
| Telephone, local services                                |             | X          |            |
| Telephone, long distance                                 | X           |            |            |
| Cellphone Phone                                          | X           |            |            |
| Utilities: heat, power, water                            |             | X          |            |
| Pest Control                                             |             | X          |            |
| Uniforms                                                 | X           |            |            |
| Linens                                                   | X           |            |            |
| Laundry                                                  | X           |            |            |
| Trash Removal:                                           |             | X          |            |
| From Kitchen                                             | X           |            |            |
| From Dining Area                                         |             | X          |            |
| From Premises                                            |             | X          |            |
| Courier Service (i.e., Bank Deposits, School Deliveries) | X           |            |            |
| Other:                                                   |             |            | X          |
| <b>SUPPLIES</b>                                          |             |            |            |
| Disposable Service ware                                  | X           |            |            |

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|                                                       |             |            |            |
|-------------------------------------------------------|-------------|------------|------------|
| Cleaning Supplies                                     | X           |            |            |
| Paper Supplies                                        | X           |            |            |
| Uniforms                                              | X           |            |            |
| Menu paper                                            | X           |            |            |
| Menu Printing                                         | X           |            |            |
| Other Printing                                        | X           |            |            |
| Promotional Materials                                 | X           |            |            |
| Nutrition Education and Materials                     | X           |            |            |
| Office Supplies                                       | X           |            |            |
| Postage                                               | X           |            |            |
| Other                                                 |             |            | X          |
| <b>EQUIPMENT AND FACILITIES</b>                       | <b>FSMC</b> | <b>SFA</b> | <b>N/A</b> |
| Replacement of Capital/Major Equipment                |             | X          |            |
| Replacement of Expendable/Minor Equipment             |             | X          |            |
| Repair of Equipment (Normal wear and tear)            |             | X          |            |
| License Fees                                          | X           |            |            |
| Other                                                 |             |            | X          |
| <b>CLEANING RESPONSIBILITIES:</b>                     | <b>FSMC</b> | <b>SFA</b> | <b>N/A</b> |
| Food Preparation Areas & Equipment                    | X           |            |            |
| Serving Areas                                         | X           |            |            |
| Kitchen Areas                                         | X           |            |            |
| Dining Room Floors                                    |             | X          |            |
| Periodic Waxing and Buffing                           |             | X          |            |
| Daily Routine Cleaning of Dining Room Tables & Chairs | X           | X          |            |
| Thorough Cleaning of Dining Room Tables & Chairs      |             | X          |            |
| Cafeteria Walls                                       |             | X          |            |
| Kitchen Walls                                         | X           |            |            |
| Light Fixtures                                        |             | X          |            |
| Windows                                               |             | X          |            |
| Window Coverings                                      |             | X          |            |
| Restrooms for Food Service Employees                  | X           |            |            |
| Grease Traps                                          |             | X          |            |
| Hoods                                                 |             | X          |            |
| Grease Filters                                        |             | X          |            |
| Duct Work                                             |             | X          |            |
| Exhaust Fans                                          |             | X          |            |
| Other:                                                |             |            | X          |
| <b>MISC. CATEGORY</b>                                 | <b>FSMC</b> | <b>SFA</b> | <b>N/A</b> |
| Records Supporting the Claim for Reimbursement        |             | X          |            |
| Point of Sale Accountability                          | X           | X          |            |
| Collection and deposit of Daily Cash Receipts         | X           | X          |            |
| Menu Distribution                                     | X           |            |            |
| Delivery to Satellite Sites                           |             |            | X          |
| Vehicle Lease or Purchase                             |             |            | X          |
| Vehicle Maintenance                                   |             |            | X          |
| Vehicle Fuel and Oil                                  |             |            | X          |
| Vehicle Taxes                                         |             |            | X          |
| Vehicle Insurance                                     |             |            | X          |

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|                      |  |  |   |
|----------------------|--|--|---|
| Vehicle Licenses     |  |  | X |
| Vehicle Registration |  |  | X |
| Audit fees           |  |  | X |
| Mileage              |  |  | X |
| Employee Physicals   |  |  | X |
| Other (specify)      |  |  | X |
|                      |  |  |   |
|                      |  |  |   |
|                      |  |  |   |

## **Exhibit E: FOOD SPECIFICATIONS**

1. All Food Specifications must meet requirements of the United States Department of Agriculture ("USDA") 2010 HHFKA, Food Buying Guide ("FBG").
2. All USDA-donated USDA Foods offered to the SFA and made available to FSMC are acceptable and should be utilized in as large a quantity as may be efficiently utilized.
3. Breads, bread alternates, and grains must be made from whole-grain or enriched meal or flour; whole grain rich products must contain at least 51% whole grains by weight or have a whole grain listed as the first ingredient label. The remaining grains in the product must be enriched, as required by USDA Meal Pattern Regulations.
4. All meat and poultry must have been inspected by USDA and must be free from off color or odor.
  - a. Beef must be at least 70:30 lean to fat, preferably 80:20 lean to fat.
  - b. For sausage patties, the maximum fat allowed is 50% by weight; industry standard of 38% to 42% fat preferred.
  - c. Poultry should be U.S. Grade A when applicable and should meet the recommendations outlined in Specifications for Poultry Products, A Guide for Food Service Operators from USDA.
  - d. All cured processed meats (bologna, frankfurters, luncheon meat, salami, others) shall be made from beef, pork and/or poultry. No variety meats, fillers, extenders, non-fat milk solids, or cereal will be allowed. Meats must not show evidence of greening, streaking, or other discoloration.
5. All fish must have been inspected by the United States Department of Commerce (USDC) and meet minimum flesh and batter/breading required for USDC Grade A product or product packed under federal inspection (PUFI) by the USDC.
6. All cheese should be firm, compact and free from gas holes; free of mold; free of undesirable flavor and odors; pasteurized when applicable; and preferably reduced or low-fat. All cheese should also have a bright, uniform, and attractive appearance; and have a pleasing flavor; demonstrate satisfactory melting; and contain proper moisture and salt content.
7. Fresh fruits and vegetables must be ripe and in good condition when delivered and must be ready for consumption per the USDA FBG. Fruits must at a minimum meet the food distributors' second quality level. Fruits should have characteristic color and good flavor and be well-shaped and free from scars and bruises. Vegetables should have characteristic color and good fresh flavor and be free from discoloration, blemishes, and decay. Size must produce a yield equal to or greater than the attached 21-day cycle menu requirements.

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8. All canned vegetables must meet the food distributors' first quality level (extra fancy and fancy) and canned fruits (standard) must meet the second quality level.
9. Eggs must be inspected and passed by the state or federal Department of Agriculture and used within 30 days of date on carton. Eggs should be grade A, uniform in size, clean, sound-shelled, and free of foreign odors or flavors.
10. Sauces, such as gravy, spaghetti sauce, pizza sauce, etc., must be smooth and uniform in color with no foreign substance, flavor, odor, or off color.
11. If applicable, the food production facility, manufacturing plant, and products must meet all sanitary and other requirements of the Food, Drug, and Cosmetic Act and other regulations that support the wholesomeness of products.
12. Meals and food items must be stored and prepared under properly controlled temperatures and in accordance with all applicable health and sanitation regulations.
13. Fluid milk as a beverage. White or unflavored must be low fat (1%) or skim. Flavored must be skim.

## **Exhibit F: Additional SFA Requirements**

### **SFA Must include if asking for additional services**

#### ***Examples may include:***

- *Beginning a sustainable local farm to school program*
- *Utilizing fresh fruits and vegetables – specify the frequency*
- *Number of entrée choices offered daily*
- *Customer Surveys – specify the frequency*

Chase County Schools (SFA) will provide employees to run POS (Point of Sale) machines. Chase County Schools is looking for new and innovative ways to utilize our greenhouse and FFA program. We would be interested in ideas utilizing fresh fruits and vegetables grown at the school or locally. Depending on the size of the program, this could be utilized once a week or more often if possible.

Chase County Schools is also looking for increased entrée offerings during the day including grab and go. A variety of salad bar options is important to our district as well. We could potentially have a pre-k program added in the future, vending machines, catering for school activities, a summer program, and afterschool snacks.

## **Exhibit G: SCHEDULE OF TERMS FOR FSMC GUARANTY**

SFA may complete as applicable. As with all terms and conditions, the guaranteed return provision must be specified in both the solicitation and contract documents. (USDA Memo 19-2006)

Terms of Guaranty must be stated in detail.

**NOTE:** SFAs should review guaranteed return provisions carefully.

If the SFA enters into a contract that includes a guaranteed return provision requiring any losses incurred by the contractor in one year would have to be paid by the SFA in the subsequent year, then the SFA would have to pay with funds other than the nonprofit school food service account funds.

1. On or before July1, 2018 and on July1 of each additional year of this contract, the FSMC shall guarantee a positive cash balance that can be used by the SFA for the repair of and improvements to the facilities, equipment, and services to be provided by the SFA. The financial guarantee is to exist the first contract year and to be recognized if the contract is extended for any of the additional four years.

## **Exhibit H: SCHEDULE OF APPLICABLE LAWS**

### **1. The FSMC shall comply with:**

- a. Mandatory standards and policies relating to energy efficiency that are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163, 89 Stat. 871).
- b. All applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857, et seq., as amended by Public Law 91-604) and Section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251, et seq., as amended by Public Law 92-500), respectively, relating to inspection, monitoring, entry, reports and information as well as requirements specified in Section 114 and Section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of this contract. (40 CFR §15)
- c. Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (the "Act"), 40 U.S.C. §327-330, as supplemented by Department of Labor regulations, 29 CFR §5.
  - i. Under Section 103 of the Act, FSMC shall be required to compute the wages of every laborer on the basis of a standard workweek of 40 hours.
  - ii. Work in excess of the standard workweek is permissible provided the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of 40 hours in any workweek.
  - iii. Section 107 of the Act provides no laborer or mechanic shall be required to work in surroundings or under working conditions, which are unsanitary, hazardous or dangerous to his health and safety as determined under construction, safety and health standards promulgated by the Sec. of Labor.
- d. Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375 of October 13, 1967, and as supplemented in Department of Labor regulations, 41 CFR §60.
- e. The following civil rights laws, as amended:
  - i. Title VI of the Civil Rights Act of 1964;
  - ii. Title IX of the Education Amendments of 1972;
  - iii. Section 504 of the Rehabilitation Act of 1973;
  - iv. The Age Discrimination Act of 1975;
  - v. Title 7 CFR §15, 15a, and 15b; the Americans with Disabilities Act; and
  - vi. FNS Instruction 113-1, Civil Rights Compliance and Enforcement – Nutrition Programs and Activities.
- f. The Buy American provision for contracts that involve the purchase of food, USDA Regulation 7 CFR §Part 250.
- g. The FSMC certifies that neither it nor any principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Contract by any federal department or agency or by the State of Nebraska.

**2. FSMC has signed the:**

- a. Anti-Collusion Affidavit, Attachment, which is attached herein and is incorporated by reference and made a part of this Contract.
- b. Lobbying Certification, Attachment, which is attached herein and is incorporated and made a part of this Contract. If applicable, FSMC has also completed and submitted Standard Form-LLL, Disclosure Form to Report Lobbying, Exhibit K herein, or will complete and submit as required in accordance with its instructions included in Exhibit K.
- c. Independent Price Guarantee, Attachment, which is attached herein and is incorporated by reference and made a part of this Contract.

**3. SFA has signed the:**

- a. School Food Authority Non-Delegable Responsibilities, Exhibit I

## **EXHIBIT I: SCHOOL FOOD AUTHORITY NON-DELEGABLE RESPONSIBILITIES:**

The SFA is legally responsible for the conduct of the food service program, and must supervise and monitor the food service operations to ensure compliance with the rules and regulations of USDA and NDE-Nutrition Service regarding the school food service program.

The SFA and the Food Service Management Company (FSMC) acknowledge that the SFA is responsible for completing the following duties and that these cannot be delegated to the FSMC:

1. **On-site inspections:** 7 CFR §210.16(a)(2)(3).
  - a. Monitor the food service operation through periodic visits to ensure compliance with the approved FSMC contract.
  - b. Conduct on-site reviews of the lunch counting /claiming system by school
  - c. Follow-up on any lunch counts which show counting discrepancies
2. **Control and overall financial responsibility** of the school food service account. 7 CFR §210.19(a)(2)
3. **Advisory board:** establish and include parents, staff and students to assist in menu planning. The FSMC must adhere to the cycle for the first 21 days of meal service. Changes thereafter may be made with the approval of the SFA. 7 CFR §210.16(b)(1), 7 CFR §210.16(a)(8)
4. **Health certification:** 7 CFR §210.16(a)(7).must be maintained to assure that all state and local regulations are met by the FSMC preparing or serving meals at the SFA facilities.
5. **Establish all prices:** 7 CFR §210.16(a)(4).for food items served under the nonprofit school food service account (e.g., reimbursable meals, a la carte , and adult meals).
6. **Retain signature authority on:** 7 CFR §210.9 (a)(b), 210.16(a)(5).
  - a. Application/agreement to participate in the Child Nutrition Programs including
  - b. Free and reduced price policy statement; and
  - c. On-line claim system.
  - d. Contractual agreements of the school nutrition program i.e., vending meals to other SFAs, etc. and any commodity processing contracts CFR §210.21, 7; CFR §210.19(a)(1); 2 CFR §200 and 400; 7 CFR §250.15(a)
  - e. Resolution of all program review and audit findings. 7 CFR §210.9(b)(17) and 210.18(k)(1)(2)
7. **Submit monthly claim for reimbursement** 7 CFR §210.8(a); 7 CFR §210.16(a)(5).
  - a. NDE-Nutrition Services approves only SFA personnel access to the system which also represents secure signature authority for applications and claims.
  - b. Review to ensure accuracy of lunch counts prior to the claim submission.
  - c. Edit check worksheets that compare daily lunch counts by eligibility category. Free and reduced-price meals may not be claimed in excess of the number of students approved for such benefits.

**8. Free and Reduced Price Meal Process 7 CFR §245.6**

- a. Develop, distribute and collect the parent letter and application for free and reduced price meals and free milk
- b. Determination and verification of applications for free/reduced price meals or free milk
- c. Conduct any hearings related to such determinations.

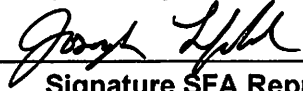
**9. USDA donated foods 7 CFR §210.9(b)(15) (formerly Commodities)**

- a. Monitor that the maximum amount are received and used by the FSMC in the SFA food service.
- b. Monitor that the FSMC credits SFA at least annually for all USDA Donated foods.

**10. A la carte food service: 7 CFR § 210.16(a)**

The SFA must also offer free, reduced price and full price reimbursable meals to all eligible children in order to operate an a la carte food service.

I acknowledge that these responsibilities cannot be delegated to the FSMC and must remain the sole responsibility of the SFA.



Signature SFA Representative

2/6/17

Date

**Exhibit J: ANTI-COLLUSION AFFIDAVIT**

**ANTI-COLLUSION AFFIDAVIT**

STATE OF                    )

COUNTY OF                )

\_\_\_\_\_, of lawful age, being first sworn on oath say, that he/she is the agent authorized by the bidder to submit the attached bid. Affiant further states, that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employees to quantity, quality, or price in the prospective contract, or any other terms of said prospective official concerning exchange of money or other thing of value for special consideration in the letting of contract; that the bidder/contractor had not paid, given or donated, or agreed to pay, give or donate to any officer or employee either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Signed \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

Notary Public (or Clerk or Judge): \_\_\_\_\_

My commission expires: \_\_\_\_\_

**Exhibit K: PROCUREMENT: CERTIFICATION REGARDING LOBBYING**

**Applicable to Grants, Subgrants, Cooperative Agreements, and Contracts  
Exceeding \$100,000 in Federal Funds**

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by Section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of a Federal contract, the making of a Federal grant, the making of a Federal loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of congress, or an employee of a Member of congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all covered subawards exceeding \$100,000 in Federal funds at all appropriate tiers and that all subrecipients shall certify and disclose accordingly.

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

\_\_\_\_\_  
Name/Address of Organization (FSMC)

\_\_\_\_\_  
Name/Title of Submitting Official

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities

### PROCUREMENT

Instructions for Completion of SF-LLL, Disclosure of Lobbying Activities (if applicable).

**The filing of a form is required for each payment or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a covered Federal action.**

This disclosure form shall be completed by the reporting entity, whether sub-awardee or prime Federal recipient, at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. Use the SF-LLL-A Continuation Sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

1. Identify the type of covered Federal Action for which lobbying activity is and/or has been secured to influence the outcome of a covered Federal Action.  
Identify the status of the covered Federal Action.
2. Identify the appropriate classification of this report. If this is a follow-up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal Action.
3. Enter the full name, address, city, state and zip code of reporting entity. Include Congressional District, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be, a prime or sub-award recipient. Identify the tier of the sub-awardee, e.g., the first sub-awardee of the prime is the 1st tier. Sub-awards include but are not limited to subcontracts, subgrants, and contract awards under grants.
4. If the organization filing the report in item 4 checks "sub-awardee", then enter the full name, address, city, state and zip code of the prime Federal recipient. Include Congressional District, if known.
5. Enter the name of the Federal Agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
6. Enter the Federal program name or description for the covered Federal Action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans, and loan commitments.  
Enter the most appropriate Federal identifying number available for the Federal Action identified in item 1 (e.g., Request for Proposal (RFP) number; Invitation For Bid (IFB) number; grant announcement number; the contract, grant, or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP-DE-90-001."  
For a covered Federal Action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the prime entity identified in item 4 or 5.

Fixed Price RFP and Contract  
Revised 12/2016

7. Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal Action. (b.) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter last name, first name, and middle initial (MI).
8. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report, enter the cumulative amount of payment made or planned to be made.
9. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in-kind contribution, specify the nature and value of the in-kind payment.
10. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
11. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted or the officer(s), employee(s), or Member(s) of Congress that were contacted.
12. Check whether or not a SF-LLL-A continuation sheet(s) is attached. List number of sheets if yes.
13. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0046), Washington, D.C. 20503.

Fixed Price RFP and Contract  
Revised 12/2016

# DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1362

0348-0046

|                                                                                                                                                                                                                                                                                                     |                                                                                                                                                                                 |                                                                                                                                                                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>1. Type of Federal Action:</b><br><input type="checkbox"/> a. contract<br><input type="checkbox"/> b. grant<br><input type="checkbox"/> c. cooperative agreement<br><input type="checkbox"/> d. loan<br><input type="checkbox"/> e. loan guarantee<br><input type="checkbox"/> f. loan insurance | <b>2. Status of Federal Action:</b><br><input type="checkbox"/> a. bid/offer/application<br><input type="checkbox"/> b. initial award<br><input type="checkbox"/> c. post-award | <b>3. Report Type:</b><br><input type="checkbox"/> a. initial offering<br><input type="checkbox"/> b. material change<br><br>For Material Change Only:<br>Year _____ Quarter _____<br>Date of last report _____ |
| <b>4. Name and Address of Reporting Entity:</b><br><br><input type="checkbox"/> Prime <input type="checkbox"/> Sub awardee<br>Tier _____, if known:<br><br><br>Congressional District, if known:                                                                                                    | <b>5. If Reporting Entity in No. 4 is Sub-awardee, Enter Name &amp; Address Of Prime:</b><br><br><br><br><br><br>Congressional District, if known:                              |                                                                                                                                                                                                                 |
| <b>6. Federal Department/Agency:</b>                                                                                                                                                                                                                                                                | <b>7. Federal Program Name/Description:</b><br>CFDA Number, if applicable: _____                                                                                                |                                                                                                                                                                                                                 |

## **Exhibit L: INDEPENDENT PRICE DETERMINATION CERTIFICATE**

Both the School Food Authority (SFA) and the Food Service Management Company shall execute this Independent Price Determination Certificate.

\_\_\_\_\_  
Name of Food Service Management Company

\_\_\_\_\_  
Name of School Food Authority

A. By submission of this offer, the FSMC certifies, and in the case of a joint offer, each party thereto certifies

as to its own organization, that in connection with this procurement:

1. The prices in this offer have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other FSMC or with any competitor.
2. Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed to the FSMC and will not knowingly be disclosed by the FSMC prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other FSMC for the purpose of restricting competition.
3. No attempt has been made or will be made by the FSMC to induce any person or firm to submit or not submit an offer for the purpose of restricting competition.

B. Each person signing this offer on behalf of the FSMC certifies that:

1. He or she is the person in the FSMC's organization responsible within the organization for the decision as to the prices being offered herein and has not participated, and will not participate, in any action contrary to A.1 through A.3 above; or
2. He or she is not the person in other FSMC's organization responsible within the organization for the decision as to the prices being offered herein, but that he or she has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate in any action contrary to A.1 through A.3 above, and as their agent does hereby certify; and he or she has not participated, and will not participate, in any action contrary to A.1 through A.3 above.

To the best of my knowledge, this FSMC, its affiliates, subsidiaries, officers, directors, and employees are not currently under investigation by any government agency and have not in the last three years been convicted of or found liable for any act prohibited by State or Federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

\_\_\_\_\_  
Signature of Food Service Management Company's  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

In accepting this offer, the SFA certifies that no representative of the SFA has taken any action that may have jeopardized the independence of the offer referred above.

\_\_\_\_\_  
Signature of School Food Authority's  
Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**NOTE: Accepting a FSMC offer does not constitute award of the contract.**

**Exhibit M**

**IMPLEMENTATION COSTS  
(FSMC to complete)**

| <b>FSMC's Request for Advanced Payment for Start-up Costs</b> |                                      |
|---------------------------------------------------------------|--------------------------------------|
| The FSMC is requesting an advance payment of:                 | \$                                   |
| To be received by this date:                                  | <i>Click or tap to enter a date.</i> |
| Repayment to SFA by this date:                                | <i>Click or tap to enter a date.</i> |
| <b><i>Item</i></b>                                            | <b><i>Cost</i></b>                   |
|                                                               |                                      |
| <b><i>Office Supplies:</i></b>                                |                                      |
|                                                               |                                      |
|                                                               |                                      |
| <b><i>IT (software):</i></b>                                  |                                      |
|                                                               |                                      |
|                                                               |                                      |
| <b><i>Signage:</i></b>                                        |                                      |
|                                                               |                                      |
|                                                               |                                      |
| <b><i>Expendable Equipment:</i></b>                           |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
| <b><i>Nonexpendable Equipment:</i></b>                        |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
| <b><i>List All Other:</i></b>                                 |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |
|                                                               |                                      |

# Menu

Breakfast/Lunch Menu  
Subject to change.

Variety of milk and  
fruit/veggie bar served  
daily.

|    |                                                                        |                                                                   |                                                                        |                                                                                    |                                                                                     |                                                            |                                                |    |
|----|------------------------------------------------------------------------|-------------------------------------------------------------------|------------------------------------------------------------------------|------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|------------------------------------------------------------|------------------------------------------------|----|
|    |                                                                        |                                                                   |                                                                        |                                                                                    |                                                                                     |                                                            | 1<br><u>Cereal, toast</u>                      | 2  |
|    |                                                                        |                                                                   |                                                                        |                                                                                    |                                                                                     |                                                            | Cooks Choice<br><u>Hot Dog</u><br><u>Fries</u> |    |
| 3  | 4                                                                      | <u>Biscuits &amp; Gravy</u><br>Chicken strips, veg.               | 5<br><u>Blueberry Cake,</u><br><u>sausage</u><br>Nachos, refried beans | 6<br><u>Breakfast Bites</u><br>Salisbury steak,<br>Mashed potatoes/<br>gravy, roll | 7<br><u>Breakfast round,</u><br><u>yogurt</u><br>Shredded BBQ pork<br>sandwich, veg | 8<br><u>French toast, bacon</u><br><br>Cheeseburger, fries |                                                | 9  |
| 10 | 11<br><u>Waffle sticks,</u><br><u>Sausage</u><br>Corn dog, baked beans | 12<br><u>Oatmeal</u><br>Mandarin orange<br>chicken, rice          | 13<br><u>Breakfast Burrito</u><br>Sloppy Joe, Tator tots<br>veg.       | 14<br><u>Pancakes, bacon</u><br><br>Hot ham/cheese sand.,<br>veg.                  | 15<br><u>Cereal, toast</u><br><br>Chicken noodle<br>Casserole, veg, bread           |                                                            |                                                | 16 |
| 17 | 18<br><u>Tornado</u><br>Flying saucers,<br>biscuits                    | 19<br><u>Cinnamon Roll</u><br>Chicken sandwich,<br>veg.           | 20<br><u>Breakfast Pizza</u><br>Beef Stroganoff, veg.,<br>cheese stick | 21<br><u>Fruit Strudel, yogurt</u><br><br><u>Noon Dismiss</u><br><u>No Lunch</u>   | 22<br><u>Banana Bread, ham</u><br><br>Pizza                                         |                                                            |                                                | 23 |
| 24 | 25<br><u>Breakfast Bar,</u><br><u>Muffin</u><br>Chicken nuggets, fries | 26<br><u>Pancake, sausage</u><br><u>wrap</u><br>Sub sandwich, veg | 27<br><u>PBJ, sausage</u><br>Lasagna, veg., garlic<br>bread            | 28<br><u>Breakfast round,</u><br><u>Yogurt</u><br>Chicken fajitas, rice,<br>beans  | 29<br><u>Cereal, toast</u><br><br>Hot dog, Fritos                                   |                                                            |                                                | 30 |

This institution is an equal opportunity provider.

## SNP Claim For Reimbursement Summary

150010      Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #: AC3GYA**

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Aug 2016           | 0                 | 09/08/2016    | 09/08/2016    | 09/12/2016     | Original    |

### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 754                      | 3.1600       | 2,382.64                     |
| Reduced                                        | 250                      | 2.7600       | 690.00                       |
| Paid                                           | 1,452                    | 0.3000       | 435.60                       |
| <b>Total</b>                                   | <b>2,456</b>             |              | <b>3,508.24</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 2,456                    | 0.0600       | 147.36                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>2,456</b>             |              | <b>147.36</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 52                       | 1.7100       | 88.92                        |
| Reduced                                        | 18                       | 1.4100       | 25.38                        |
| Paid                                           | 50                       | 0.2900       | 14.50                        |
| <b>Total</b>                                   | <b>120</b>               |              | <b>128.80</b>                |

### Claim Reimbursement Total

**3,784.40**

### Sponsor Claim Reimbursement Totals

|                                      |                 |
|--------------------------------------|-----------------|
| Current Claim Reimbursement Total    | 3,784.40        |
| Previous Claim Reimbursement Total   | 0.00            |
| <b>Net Claim Reimbursement Total</b> | <b>3,784.40</b> |

Show Site Meal Details

**SNP Claim For Reimbursement Summary**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** EHEFTC

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Sep 2016           | 0                 | 11/11/2016    | 11/11/2016    | 11/16/2016     | Original    |

**Sponsor Totals**

| Meal Type                            | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|--------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b> |                          |              |                              |
| Free                                 | 2,874                    | 3.1600       | 9,081.84                     |
| Reduced                              | 805                      | 2.7600       | 2,221.80                     |
| Paid                                 | 4,974                    | 0.3000       | 1,492.20                     |
| <b>Total</b>                         | <b>8,653</b>             |              | <b>12,795.84</b>             |

**Performance-Based Reimbursement (Lunch)**

|              |              |        |               |
|--------------|--------------|--------|---------------|
| Claimed      | 8,653        | 0.0600 | 519.18        |
| Adjusted     | 0            | 0.0600 | 0.00          |
| <b>Total</b> | <b>8,653</b> |        | <b>519.18</b> |

**School Breakfast Program**

|              |            |        |               |
|--------------|------------|--------|---------------|
| Free         | 375        | 1.7100 | 641.25        |
| Reduced      | 80         | 1.4100 | 112.80        |
| Paid         | 54         | 0.2900 | 15.66         |
| <b>Total</b> | <b>509</b> |        | <b>769.71</b> |

**Claim Reimbursement Total****14,084.73****Sponsor Claim Reimbursement Totals**

|                                      |                  |
|--------------------------------------|------------------|
| Current Claim Reimbursement Total    | 14,084.73        |
| Previous Claim Reimbursement Total   | 0.00             |
| <b>Net Claim Reimbursement Total</b> | <b>14,084.73</b> |

Show Site Meal Details

## SNP Claim For Reimbursement Summary

150010      Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** ACLCIA

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Oct 2016           | 0                 | 11/11/2016    | 11/11/2016    | 11/16/2016     | Original    |

### Sponsor Totals

| Meal Type                            | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|--------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b> |                          |              |                              |
| Free                                 | 2,342                    | 3.1600       | 7,400.72                     |
| Reduced                              | 438                      | 2.7600       | 1,208.88                     |
| Paid                                 | 5,134                    | 0.3000       | 1,540.20                     |
| <b>Total</b>                         | <b>7,914</b>             |              | <b>10,149.80</b>             |

### Performance-Based Reimbursement (Lunch)

|              |              |        |               |
|--------------|--------------|--------|---------------|
| Claimed      | 7,914        | 0.0600 | 474.84        |
| Adjusted     | 0            | 0.0600 | 0.00          |
| <b>Total</b> | <b>7,914</b> |        | <b>474.84</b> |

### School Breakfast Program

|              |            |        |               |
|--------------|------------|--------|---------------|
| Free         | 375        | 1.7100 | 641.25        |
| Reduced      | 39         | 1.4100 | 54.99         |
| Paid         | 124        | 0.2900 | 35.96         |
| <b>Total</b> | <b>538</b> |        | <b>732.20</b> |

**Claim Reimbursement Total** **11,356.84**

### Sponsor Claim Reimbursement Totals

|                                      |                  |
|--------------------------------------|------------------|
| Current Claim Reimbursement Total    | 11,356.84        |
| Previous Claim Reimbursement Total   | 0.00             |
| <b>Net Claim Reimbursement Total</b> | <b>11,356.84</b> |

Show Site Meal Details

## SNP Claim For Reimbursement Summary

150010      Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BGVGMC

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Nov 2016           | 0                 | 12/13/2016    | 12/13/2016    | 12/15/2016     | Original    |

### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,481                    | 3.1600       | 7,839.96                     |
| Reduced                                        | 641                      | 2.7600       | 1,769.16                     |
| Paid                                           | 4,894                    | 0.3000       | 1,468.20                     |
| <b>Total</b>                                   | <b>8,016</b>             |              | <b>11,077.32</b>             |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 8,016                    | 0.0600       | 480.96                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>8,016</b>             |              | <b>480.96</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 409                      | 1.7100       | 699.39                       |
| Reduced                                        | 57                       | 1.4100       | 80.37                        |
| Paid                                           | 77                       | 0.2900       | 22.33                        |
| <b>Total</b>                                   | <b>543</b>               |              | <b>802.09</b>                |

**Claim Reimbursement Total** **12,360.37**

### Sponsor Claim Reimbursement Totals

|                                      |                  |
|--------------------------------------|------------------|
| Current Claim Reimbursement Total    | 12,360.37        |
| Previous Claim Reimbursement Total   | 0.00             |
| <b>Net Claim Reimbursement Total</b> | <b>12,360.37</b> |

Show Site Meal Details

## SNP Claim For Reimbursement Summary

150010      Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** HIRFPO

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Dec 2016           | 0                 | 12/21/2016    | 12/21/2016    | 01/10/2017     | Original    |

### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 1,956                    | 3.1600       | 6,180.96                     |
| Reduced                                        | 565                      | 2.7600       | 1,559.40                     |
| Paid                                           | 3,862                    | 0.3000       | 1,158.60                     |
| <b>Total</b>                                   | <b>6,383</b>             |              | <b>8,898.96</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 6,383                    | 0.0600       | 382.98                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>6,383</b>             |              | <b>382.98</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 354                      | 1.7100       | 605.34                       |
| Reduced                                        | 69                       | 1.4100       | 97.29                        |
| Paid                                           | 48                       | 0.2900       | 13.92                        |
| <b>Total</b>                                   | <b>471</b>               |              | <b>716.55</b>                |
| <b>Claim Reimbursement Total</b>               |                          |              | <b>9,998.49</b>              |

### Sponsor Claim Reimbursement Totals

|                                      |                 |
|--------------------------------------|-----------------|
| Current Claim Reimbursement Total    | 9,998.49        |
| Previous Claim Reimbursement Total   | 0.00            |
| <b>Net Claim Reimbursement Total</b> | <b>9,998.49</b> |

Show Site Meal Details

### School Nutrition Programs Claim Month Details for August 2015

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Aug 2015           | 0                 |               |               |                |             |

#### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 951                      | 3.0700       | 2,919.57                     |
| Reduced                                        | 278                      | 2.6700       | 742.26                       |
| Paid                                           | 2,275                    | 0.2900       | 659.75                       |
| <b>Total</b>                                   | <b>3,504</b>             |              | <b>4,321.58</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 3,504                    | 0.0600       | 210.24                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>3,504</b>             |              | <b>210.24</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 214                      | 1.6600       | 355.24                       |
| Reduced                                        | 10                       | 1.3600       | 13.60                        |
| Paid                                           | 40                       | 0.2900       | 11.60                        |
| <b>Total</b>                                   | <b>264</b>               |              | <b>380.44</b>                |
| <b>Claim Reimbursement Total</b>               |                          |              | <b>4,912.26</b>              |

#### Certification

- ☐ By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

### School Nutrition Programs Claim Month Details for September 2015

0010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Sep 2015           | 0                 |               |               |                |             |

#### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,665                    | 3.0700       | 8,181.55                     |
| Reduced                                        | 661                      | 2.6700       | 1,764.87                     |
| Paid                                           | 5,718                    | 0.2900       | 1,658.22                     |
| <b>Total</b>                                   | <b>9,044</b>             |              | <b>11,604.64</b>             |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 9,044                    | 0.0600       | 542.64                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>9,044</b>             |              | <b>542.64</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 550                      | 1.6600       | 913.00                       |
| Reduced                                        | 17                       | 1.3600       | 23.12                        |
| Paid                                           | 138                      | 0.2900       | 40.02                        |
| <b>Total</b>                                   | <b>705</b>               |              | <b>976.14</b>                |

**Claim Reimbursement Total** **13,123.42**

#### Certification

- ☒ By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**School Nutrition Programs  
Claim Month Details for October 2015**

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Oct 2015           | 0                 |               |               |                |             |

**Sponsor Totals**

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,167                    | 3.0700       | 6,652.69                     |
| Reduced                                        | 588                      | 2.6700       | 1,569.96                     |
| Paid                                           | 5,514                    | 0.2900       | 1,599.06                     |
| <b>Total</b>                                   | <b>8,269</b>             |              | <b>9,821.71</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 8,269                    | 0.0600       | 496.14                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>8,269</b>             |              | <b>496.14</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 410                      | 1.6600       | 680.60                       |
| Reduced                                        | 27                       | 1.3600       | 36.72                        |
| Paid                                           | 208                      | 0.2900       | 60.32                        |
| <b>Total</b>                                   | <b>645</b>               |              | <b>777.64</b>                |
| <b>Claim Reimbursement Total</b>               |                          |              | <b>11,095.49</b>             |

**Certification**

- ☐ By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

### School Nutrition Programs Claim Month Details for November 2015

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Nov 2015           | 0                 |               |               |                |             |

#### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,091                    | 3.0700       | 6,419.37                     |
| Reduced                                        | 643                      | 2.6700       | 1,716.81                     |
| Paid                                           | 4,364                    | 0.2900       | 1,265.56                     |
| <b>Total</b>                                   | <b>7,098</b>             |              | <b>9,401.74</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 7,098                    | 0.0600       | 425.88                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>7,098</b>             |              | <b>425.88</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 388                      | 1.6600       | 644.08                       |
| Reduced                                        | 84                       | 1.3600       | 114.24                       |
| Paid                                           | 176                      | 0.2900       | 51.04                        |
| <b>Total</b>                                   | <b>648</b>               |              | <b>809.36</b>                |

#### Claim Reimbursement Total

**10,636.98**

#### Certification

- ☐ By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

### School Nutrition Programs Claim Month Details for December 2015

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Dec 2015           | 0                 |               |               |                |             |

**Sponsor Totals**

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 1,598                    | 3.0700       | 4,905.86                     |
| Reduced                                        | 498                      | 2.6700       | 1,329.66                     |
| Paid                                           | 3,405                    | 0.2900       | 987.45                       |
| <b>Total</b>                                   | <b>5,501</b>             |              | <b>7,222.97</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 5,501                    | 0.0600       | 330.06                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>5,501</b>             |              | <b>330.06</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 339                      | 1.6600       | 562.74                       |
| Reduced                                        | 62                       | 1.3600       | 84.32                        |
| Paid                                           | 124                      | 0.2900       | 35.96                        |
| <b>Total</b>                                   | <b>525</b>               |              | <b>683.02</b>                |

**Claim Reimbursement Total** **8,236.05**

**Certification**

- ☐ By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

**School Nutrition Programs  
Claim Month Details for January 2016**

150010    Status: Active  
**Chase County Schools**  
520 E 9th Street  
Imperial, NE 69033-3138

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Jan 2016           | 0                 |               |               |                |             |

**Sponsor Totals**

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,283                    | 3.0700       | 7,008.81                     |
| Reduced                                        | 683                      | 2.6700       | 1,823.61                     |
| Paid                                           | 4,665                    | 0.2900       | 1,352.85                     |
| <b>Total</b>                                   | <b>7,631</b>             |              | <b>10,185.27</b>             |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 7,631                    | 0.0600       | 457.86                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>7,631</b>             |              | <b>457.86</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 557                      | 1.6600       | 924.62                       |
| Reduced                                        | 61                       | 1.3600       | 82.96                        |
| Paid                                           | 124                      | 0.2900       | 35.96                        |
| <b>Total</b>                                   | <b>742</b>               |              | <b>1,043.54</b>              |

**Claim Reimbursement Total** **11,686.67**

**Certification**

- ☐ By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise." U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

## SNP Claim For Reimbursement Summary

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Confirmation #: BHROA4

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Feb 2016           | 0                 | 03/10/2016    | 03/10/2016    |                | Original    |

## Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,071                    | 3.0700       | 6,357.97                     |
| Reduced                                        | 637                      | 2.6700       | 1,700.79                     |
| Paid                                           | 4,480                    | 0.2900       | 1,299.20                     |
| <b>Total</b>                                   | <b>7,188</b>             |              | <b>9,357.96</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 7,188                    | 0.0600       | 431.28                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>7,188</b>             |              | <b>431.28</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 390                      | 1.6600       | 647.40                       |
| Reduced                                        | 46                       | 1.3600       | 62.56                        |
| Paid                                           | 105                      | 0.2900       | 30.45                        |
| <b>Total</b>                                   | <b>541</b>               |              | <b>740.41</b>                |

**Claim Reimbursement Total** **10,529.65**

## Sponsor Claim Reimbursement Totals

|                                      |                  |
|--------------------------------------|------------------|
| Current Claim Reimbursement Total    | 10,529.65        |
| Previous Claim Reimbursement Total   | 0.00             |
| <b>Net Claim Reimbursement Total</b> | <b>10,529.65</b> |

Show Site Meal Details

### SNP Claim For Reimbursement Summary

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

Confirmation #: DJDGEL

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Mar 2016           | 0                 | 04/11/2016    | 04/11/2016    | 04/11/2016     | Original    |

#### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,389                    | 3.0700       | 7,334.23                     |
| Reduced                                        | 683                      | 2.6700       | 1,823.61                     |
| Paid                                           | 4,873                    | 0.2900       | 1,413.17                     |
| <b>Total</b>                                   | <b>7,945</b>             |              | <b>10,571.01</b>             |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 7,945                    | 0.0600       | 476.70                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>7,945</b>             |              | <b>476.70</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 445                      | 1.6600       | 738.70                       |
| Reduced                                        | 54                       | 1.3600       | 73.44                        |
| Paid                                           | 136                      | 0.2900       | 39.44                        |
| <b>Total</b>                                   | <b>635</b>               |              | <b>851.58</b>                |

**Claim Reimbursement Total** **11,899.29**

#### Sponsor Claim Reimbursement Totals

|                                      |                  |
|--------------------------------------|------------------|
| Current Claim Reimbursement Total    | 11,899.29        |
| Previous Claim Reimbursement Total   | 0.00             |
| <b>Net Claim Reimbursement Total</b> | <b>11,899.29</b> |

Show Site Meal Details

### SNP Claim For Reimbursement Summary

150010 Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BE9CEC

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| Apr 2016           | 0                 | 05/05/2016    | 05/05/2016    | 05/10/2016     | Original    |

#### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 2,700                    | 3.0700       | 8,289.00                     |
| Reduced                                        | 708                      | 2.6700       | 1,890.36                     |
| Paid                                           | 4,967                    | 0.2900       | 1,440.43                     |
| <b>Total</b>                                   | <b>8,375</b>             |              | <b>11,619.79</b>             |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 8,375                    | 0.0600       | 502.50                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>8,375</b>             |              | <b>502.50</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 531                      | 1.6600       | 881.46                       |
| Reduced                                        | 71                       | 1.3600       | 96.56                        |
| Paid                                           | 193                      | 0.2900       | 55.97                        |
| <b>Total</b>                                   | <b>795</b>               |              | <b>1,033.99</b>              |

#### Claim Reimbursement Total

**13,156.28**

#### Sponsor Claim Reimbursement Totals

|                                      |                  |
|--------------------------------------|------------------|
| Current Claim Reimbursement Total    | 13,156.28        |
| Previous Claim Reimbursement Total   | 0.00             |
| <b>Net Claim Reimbursement Total</b> | <b>13,156.28</b> |

Show Site Meal Details

## SNP Claim For Reimbursement Summary

150010      Status: Active  
**Chase County Schools**  
 520 E 9th Street  
 Imperial, NE 69033-3138

**Confirmation #:** BMKKES

| Month/Year Claimed | Adjustment Number | Date Received | Date Accepted | Date Processed | Reason Code |
|--------------------|-------------------|---------------|---------------|----------------|-------------|
| May 2016           | 0                 | 06/13/2016    | 06/13/2016    | 06/15/2016     | Original    |

### Sponsor Totals

| Meal Type                                      | Meals/Supplements Served | Federal Rate | Reimbursement Federal Amount |
|------------------------------------------------|--------------------------|--------------|------------------------------|
| <b>National School Lunch Program</b>           |                          |              |                              |
| Free                                           | 1,839                    | 3.0700       | 5,645.73                     |
| Reduced                                        | 488                      | 2.6700       | 1,302.96                     |
| Paid                                           | 3,526                    | 0.2900       | 1,022.54                     |
| <b>Total</b>                                   | <b>5,853</b>             |              | <b>7,971.23</b>              |
| <b>Performance-Based Reimbursement (Lunch)</b> |                          |              |                              |
| Claimed                                        | 5,853                    | 0.0600       | 351.18                       |
| Adjusted                                       | 0                        | 0.0600       | 0.00                         |
| <b>Total</b>                                   | <b>5,853</b>             |              | <b>351.18</b>                |
| <b>School Breakfast Program</b>                |                          |              |                              |
| Free                                           | 318                      | 1.6600       | 527.88                       |
| Reduced                                        | 50                       | 1.3600       | 68.00                        |
| Paid                                           | 97                       | 0.2900       | 28.13                        |
| <b>Total</b>                                   | <b>465</b>               |              | <b>624.01</b>                |

### Claim Reimbursement Total

**8,946.42**

### Sponsor Claim Reimbursement Totals

|                                      |                 |
|--------------------------------------|-----------------|
| Current Claim Reimbursement Total    | 8,946.42        |
| Previous Claim Reimbursement Total   | 0.00            |
| <b>Net Claim Reimbursement Total</b> | <b>8,946.42</b> |

Show Site Meal Details

US Donated Foods – 15-0010 Chase County Schools – Additional information

2016:

Nebraska DHHS Food Distribution **Food Distribution Program**  [Help](#) [Logoff](#)

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Program Year: 2016 Sponsor: 150010 - Chase County Schools 

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### Sponsor Summary

#### Chase County Schools 150010

[Sponsor Info](#) [Activity](#)

| Applications | Entitlement              | Surveys          | Allocations       | Inventory | Orders     | Invoicing |
|--------------|--------------------------|------------------|-------------------|-----------|------------|-----------|
| Program      | Current Year Entitlement | Entitlement Used | Remaining Balance | Bonus     | Commercial |           |
| NSLP         | 27,471.37                | 23,964.57        | 3,506.80          | 696.43    | 0.00       |           |

2017:

Nebraska DHHS Food Distribution **Food Distribution Program**  [Help](#) [Logoff](#)

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Program Year: 2017 Sponsor: 150010 - Chase County Schools 

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### Sponsor Summary

#### Chase County Schools 150010

[Sponsor Info](#) [Activity](#)

| Applications | Entitlement              | Surveys          | Allocations       | Inventory | Orders     | Invoicing |
|--------------|--------------------------|------------------|-------------------|-----------|------------|-----------|
| Program      | Current Year Entitlement | Entitlement Used | Remaining Balance | Bonus     | Commercial |           |
| NSLP         | 25,581.87                | 20,462.60        | 5,119.27          | 0.00      | 0.00       |           |