

Board of Education Regular Meeting
Monday, February 14, 2022 5:00 PM
Jr/Sr High School Library
611 West 7th Street
Wayne, Nebraska 68787

- I. Tour of Elementary School - 4:15 p.m.
- II. Call the Meeting to Order
 - II.a. Pledge of Allegiance
 - II.b. Announce Open Meetings Act Posting and Location - Posted at Wayne Community Schools, Published in the Wayne Herald (2/7/2022), and online: www.wayneschools.org
 - II.c. Action on Absence and Roll Call
 - II.d. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.
 - II.e. Consent Agenda
 - II.e.I. Approval of Minutes of Previous Meetings
 - II.e.II. Approval of Financial Reports and Claims
 - II.f. Personnel
- III. Communications from the Public (Policy 8346) and Requested Presentations
 - III.a. FCCLA - Mrs. Surber and FCCLA Students
- IV. Action Items
 - IV.a. Old Business
 - IV.b. New Business
 - IV.b.I. First Reading AIM Document - Classified Staff Health/Dental Insurance - Discuss, Consider, and Take Necessary Action on First Reading AIM Document
 - IV.b.II. CWP Architects - Elementary HVAC Architectural Contract - Discuss, Consider, and Take Necessary Action on CWP Architects - Elementary HVAC Architectural Contract

IV.b.III. First Reading of 2022-23 Early Learning Center Handbook - Discuss, Consider, and Take Necessary Action on First Reading of 2022-23 Early Learning Center Handbook

IV.b.IV. K-8 Math Curriculum Recommendation - Discuss, Consider, and Take Necessary Action on Math Curriculum Recommendation

IV.b.V. 2022-23 NASB Membership Dues - Discuss, Consider, and Take Necessary Action on 2022-23 Membership Dues

V. Administration and Board Committee Reports:

V.a. Administration - Written reports were provided by Administration. Copies of their reports are available at the District Office upon request.

V.a.I. Superintendent

V.a.I.1. Strategic Planning Update

V.a.I.2. Principal Evaluations

V.a.II. High School Principal

V.a.III. Special Education/Early Learning Center Director

V.a.IV. Elementary Principal

V.a.V. Junior High Principal/Activities Director

V.b. Board Committees

V.b.I. Foundation and Community Relations - Jaime Manz, Sylvia Ruhl, Justin Davis, Dave Wragge, Mark Lenihan, Brandon Foote

V.b.II. Curriculum and Committee on American Civics - Jaime Manz, Jeryl Nelson, Sylvia Ruhl, Mark Lenihan, Misty Bear

V.b.III. Facility/Safety/Finance - Justin Davis, Lynn Junck, Jeryl Nelson, Mark Lenihan, Russ Plager, Jordan Widner, Mary Jean Roberson

V.b.IV. Policy/Title IX - Jaime Manz, Jeryl Nelson, Jodi Pulfer, Mark Lenihan, Tucker Hight, Russ Plager

V.b.V. Negotiations - Justin Davis, Lynn Junck, Jodi Pulfer, Mark Lenihan

V.b.VI. Legislative - Lynn Junck, Jodi Pulfer, Sylvia Ruhl, Mark Lenihan

VI. Boardmanship

VI.a. February Honor Coffee

VII. Future Agenda Items:

*Second Reading of 2022-23 ELC Handbook

*Second Reading of AIM Document

*Administrator Contracts

*Teacher Contracts

*Director Contracts

*Resolution to Policy 5006: Option Enrollment

VIII. Adjournment

**Wayne Community Schools
Board of Education Regular Meeting Minutes
January 10, 2022**

The regular meeting of the Wayne Board of Education was held at 611 West 7th Street, Wayne, NE, 68787, on Monday, January 10, 2022, at 5:00 PM. Notice of the meeting and place of agenda was posted at Wayne Community Schools, posted in The Wayne Herald (1/6/2022), and online: wayneschools.org. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

Present Board Members:

Mr. Justin Davis
Mr. Lynn Junck
Mrs. Jaime Manz
Dr. Jeryl Nelson
Dr. Jodi Pulfer
Mrs. Sylvia Ruhl

I. (Legal Counsel will act as Chair) Call the Meeting to Order

Discussion: The meeting was called to order at 5:00 p.m. by Eric Knutson, legal counsel.

I.a. Pledge of Allegiance

I.b. Announce Open Meetings Act Posting and Location - Posted at Wayne Community Schools, Published in the Wayne Herald (1/6/2022), and online: www.wayneschools.org

I.c. Board Member Code of Conduct

Discussion: Mr. Knutson discussed the Board Member Code of Conduct.

I.d. Review of Conflict of Interest Policies:

Policy 8260

Policy 8271

Discussion: Mr. Knutson discussed Board Policies 8260: Conflict of Interest/Contracts and 8271: Reporting Procedures.

I.e. Action on Absence and Roll Call

II. Organization of Board for 2022 (Board Policy 8130)

II.a. Elect: President

Motion to elect Dr. Jodi Pulfer as Board President passed with a motion by Mrs. Sylvia Ruhl and a second by Dr. Jeryl Nelson. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: Nominations for Board President were submitted by written ballot. Dr. Jodi Pulfer and Mrs. Jaime Manz were nominated. Dr. Jodi Pulfer was elected Board President. Dr. Jodi Pulfer: five votes; Mrs. Jaime Manz: one vote.

II.b. Elect: Vice-President

Motion to elect Mrs. Jaime Manz as Board Vice-President, passed with a motion by Mrs. Sylvia Ruhl and a second by Dr. Jeryl Nelson. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: Nominations for Board Vice-President were submitted by written ballot. Mrs. Jaime Manz and Mr. Justin Davis were nominated. Mrs. Jaime Manz was elected Board Vice-President. Mrs. Jaime Manz: five votes; Mr. Justin Davis: one vote.

II.c. Appoint Recording Secretary

Motion to appoint Mrs. Deb Daum as Recording Secretary passed with a motion by Mrs. Sylvia Ruhl and a second by Dr. Jeryl Nelson. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: Mrs. Deb Daum was appointed Recording Secretary to the Board.

II.d. Appoint Treasurer

Motion to appoint Mrs. Mary Jean Roberson as Treasurer passed with a motion by Mrs. Sylvia Ruhl and a second by Dr. Jeryl Nelson. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: Mrs. Mary Jean Roberson was appointed Board Treasurer.

III. (President Presides as Chair) - Policy Manual - Discuss, Consider, and Take Necessary Action to Affirm Current Policy and Regulation Manual as Governing Rules of the District as Listed on the School Website: www.wayneschools.org

Motion to Affirm Current Policy and Regulation Manual as Governing Rules of the District as Listed on the School Website: www.wayneschools.org passed with a motion by Mrs. Jaime Manz and a second by Dr. Jeryl Nelson. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

IV. Board Committees - Discuss, Consider, and Take Necessary Action to Appoint the Board of Education Committee Membership

Motion to accept the changes to the Board Committees passed with a motion by Dr. Jeryl Nelson and a second by Mrs. Jaime Manz. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

V. Depository, Recording Records, and Legal Counsel - Discuss, Consider, and Take Necessary Action to Select State Nebraska Bank and Trust of Wayne as Depository Institution, Wayne Herald as Classified Recording Records, and Eric Knutson as Legal Counsel for Annual Appointment

Motion to Select State Nebraska Bank and Trust of Wayne as Depository Institution passed with a motion by Dr. Jeryl Nelson and a second by Mr. Justin Davis. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Motion to Select Wayne Herald as Classified Recording Records passed with a motion by Mrs. Sylvia Ruhl and a second by Mr. Lynn Junck. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Motion to Select Mr. Eric Knutson as Legal Counsel for Annual Appointment passed with a motion by Mrs. Sylvia Ruhl and a second by Mr. Lynn Junck. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: Mr. Eric Knutson read Resolution 8130.

VI. Approval of Agenda - The Board may enter Executive Session to discuss any matter for which Executive Session is lawful and appropriate.

Motion to approve agenda, as presented, passed with a motion by Mrs. Jaime Manz and a second by Mrs. Sylvia Ruhl. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

VII. Consent Agenda

Motion to approve Consent Agenda approving all claims with the exception of check numbers 1477 and 1478, which deal with retirement, passed with a motion by Mrs. Jaime Manz and a second by Mrs. Sylvia Ruhl. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Motion to approve check numbers 1477 and 1478 passed with a motion by Mrs. Jaime Manz and a second by Dr. Jeryl Nelson. Motion carried with five yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Abstain

Discussion: Mrs. Sylvia Ruhl abstained from voting on approval of checks 1477 and 1478 due to conflict of interest.

VII.a. Approval of Minutes of Previous Meetings

VII.b. Approval of Financial Reports and Claims

VIII. Personnel

IX. Communications from the Public (Policy 8346) and Requested Presentations

IX.a. ESU 1 - Stuart Clark and Bill Heimann

Discussion: Dr. Bill Heimann, ESU 1 Administrator, and Mr. Stuart Clark, ESU 1 Special Education Director, discussed the ESU 1 SPED contract. They were on hand to answer any questions from the Board.

X. Action Items

X.a. Old Business

X.b. New Business

X.b. 2022-2023 School Calendar - Discuss, Consider, and Take Necessary Action on 2022-2023 School Calendar

Motion to approve the WCS 2022-2023 school year calendar passed with a motion by Mrs. Jaime Manz and a second by Mr. Justin Davis. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: The Board approved the 2022-2023 school calendar.

X.b.II. Mutual of Omaha Life and AD&D Insurance Quote - Discuss, Consider, and Take Necessary Action on Mutual of Omaha Life and AD&D Insurance Quote

Motion to approve the quote from Mutual of Omaha for Life and AD&D Insurance passed with a motion by Mr. Justin Davis and a second by Mrs. Sylvia Ruhl. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: The Board approved the quote from Mutual of Omaha for Life and AD&D Insurance.

X.b.III. Mutual of Omaha Long-Term Disability Insurance Quote - Discuss, Consider, and Take Necessary Action on Mutual of Omaha Long-Term Disability Insurance Quote

Motion to approve the quote from Mutual of Omaha for Long-Term Disability Insurance passed with a motion by Mrs. Sylvia Ruhl and a second by Mr. Justin Davis. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: The Board approved the quote from Mutual of Omaha for Long-term Disability Insurance.

X.b.IV. EHA/BCBS Health and Dental Insurance - Discuss, Consider, and Take Necessary Action to provide the Superintendent with authorization to execute all necessary documents for WCS enrollment in the Educator Health Alliance/Blue Cross Blue Shield Health and Dental Insurance

Motion to provide the Superintendent with authorization to execute all necessary documents for WCS enrollment in the Educator Health Alliance/Blue Cross Blue Shield Health and Dental Insurance passed with a motion by Mr. Lynn Junck and a second by Mrs. Jaime Manz. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: Dr. Lenihan discussed the intended insurance through Educator Health Alliance/Blue Cross Blue Shield Health and Dental Insurance. This will take effect on September 1, 2022. Dr. Lenihan thanked Steve Muir for his years of working with Wayne Community Schools.

X.b.V. Negotiated Agreement with WEA - Discuss, Consider, and Take Necessary Action on Negotiated Agreement with WEA

Motion to approve the 2022-2023 Negotiated Agreement with the Wayne Education Association passed with a motion by Mrs. Jaime Manz and a second by Mr. Lynn Junck. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: The Board approved the negotiated agreement for the 2022-2023 school year. Dr. Lenihan thanked the committee members for all of their work during this process.

X.b.VI. Interlocal Cooperative Agreement with City of Wayne and Wayne Community Schools - Discuss, Consider, and Take Necessary Action on Interlocal Cooperative Agreement with City of Wayne and WCS

Motion to the Interlocal Cooperative Agreement with City of Wayne and Wayne Community Schools passed with a motion by Mr. Lynn Junck and a second by Mrs. Jaime Manz. Motion carried with six yes votes.

Mr. Justin Davis: Yes
Mr. Lynn Junck: Yes
Mrs. Jaime Manz: Yes
Dr. Jeryl Nelson: Yes
Dr. Jodi Pulfer: Yes
Mrs. Sylvia Ruhl: Yes

Discussion: The Board approved the Interlocal Cooperative Agreement with the City of Wayne for the construction of a recreational facility. Mr. Brent Pick, Wayne City Councilman, was on hand to clarify any concerns the Board may have had.

XI. Administration and Board Committee Reports:

XI.a. Administration - Written reports were provided by Administration. Copies of their reports are available at the District Office upon request.

XI.a.I. Superintendent

XI.a.I.1. Strategic Planning Update

Discussion: Dr. Lenihan discussed the next step in the Strategic Planning process. He discussed the summary of findings from the community meetings.

XII.a. 2022 Reimbursement Rates

Discussion: Dr. Lenihan presented the 2022 reimbursement rates. These rates are set by the State of Nebraska.

XI.a.II. High School Principal

Discussion: Mr. Hight discussed Fridays @ Northeast for Seniors in the fall. It is an opportunity for seniors to take classes every Friday at Northeast Community College.

XI.a.III. Special Education/Early Learning Center Director

Discussion: Mrs. Bear stated that state testing has begun. She also stated that many families have contacted her for Early Learning Center enrollment for next fall. Mrs. Steen told the Board that the Special Education Department has discussed Special Education curriculum for next fall.

XI.a.IV. Elementary Principal

Discussion: Mr. Plager stated that he has been in contact with area preschools about Kindergarten Round-Up.

XI.a.V. Junior High Principal/Activities Director

Discussion: Mr. Wragge announced that the Boys Basketball team won first place and the Girls Basketball team won third place at the Holiday Tournament. He also stated that attendance was great. WCS will be hosting the Midstate Conference Basketball Tournament in February.

XI.b. Board Committees

XI.b.I. Foundation and Community Relations - Jaime Manz, Sylvia Ruhl, Justin Davis, Dave Wragge, Mark Lenihan, Brandon Foote

Discussion: Mr. Brandon Foote stated that approximately \$48,000.00 has been raised through the alumni campaign. The Alumni Basketball/Volleyball tournament is scheduled for April 15 and 16, 2022.

XI.b.II. Curriculum and Committee on American Civics - Jaime Manz, Jeryl Nelson, Sylvia Ruhl, Mark Lenihan, Misty Bear

Discussion: No report.

XI.b.III. Facility/Safety/Finance - Justin Davis, Lynn Junck, Jodi Pulfer, Mark Lenihan, Russ Plager, Jordan Widner, Mary Jean Roberson

Discussion: Mr. Jordan Widner reported to the Board that the lock for the new student restroom will be coming in soon. Fire alarms in both buildings will be needing upgraded. The Elementary School lost two heat pumps after school resumed. ESSER funds will be used to replace them.

XI.b.IV. Policy/Title IX - Jaime Manz, Jeryl Nelson, Jodi Pulfer, Mark Lenihan, Tucker Hight, Russ Plager

Discussion: No report.

XI.b.V. Negotiations - Justin Davis, Lynn Junck, Jeryl Nelson, Mark Lenihan
Discussion: No report.

XI.b.VI. Legislative - Lynn Junck, Jodi Pulfer, Sylvia Ruhl, Mark Lenihan
Discussion: No report.

XII. Boardsmanship

XII.a. 2022 Legislative Issues Conference - January 30-31, Lincoln, NE

XII.b. 2022 Board President's Retreat - February 6-7, Norfolk, NE

XII.c. January Honor Coffee

Discussion: Mock Trial State Qualifiers and Beef Up Our School T-shirt Contest winner were honored at the January Honor Coffee.

XIII. Future Agenda Items

*Tour of Elementary

*Principal Appraisals

*ESU Service Contract

*Bus Contract

*First Reading of 2022-23 ELC Handbook

XIV. Adjournment

Motion to Adjourn Meeting passed with a motion by Mr. Lynn Junck and a second by Mrs. Jaime Manz. Motion carried with six yes votes.

Mr. Justin Davis: Yes

Mr. Lynn Junck: Yes

Mrs. Jaime Manz: Yes

Dr. Jeryl Nelson: Yes

Dr. Jodi Pulfer: Yes

Mrs. Sylvia Ruhl: Yes

Discussion: The meeting was adjourned at 6:29 p.m. The next regular Board Meeting will be Monday, February 14, 2022, in the Jr/Sr High School Library, Room 407, beginning at 5:00 p.m.

Deb Daum, Secretary

Wayne Public Schools

Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 01/17/2022; Bank: State Nebraska Bank; Sort By Element: FUND; Account Expression: ([FUND] = "06") ; Created On: 1/17/2022 1:47:16 PM

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01112022	State Nebraska Bank	540978	5172	Bomgaars	\$30.35	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Bomgaars		18881379	06-2-031000-610-000-000	tarp, straps for lunch truck		\$30.35
Sub Total						\$30.35
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5173	Cash-Wa Distributing	\$6,679.22	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Cash-Wa Distributing		1/3/2022	06-2-031000-610-000-000	supply, SN		\$1,105.03
Cash-Wa Distributing		1/3/2022	06-2-031000-630-000-000	food, SN		\$5,574.19
Sub Total						\$6,679.22
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5174	Earthgrains Baking Companies, Inc.	\$514.91	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Earthgrains Baking Companies, Inc.		12/2021	06-2-031000-630-000-000	food, SN		\$514.91
Sub Total						\$514.91
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5175	Hiland Dairy	\$2,693.63	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Hiland Dairy		12/31/21	06-2-031000-630-000-000	food, SN		\$2,693.63
Sub Total						\$2,693.63
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5176	Pac 'n' Save	\$54.13	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Pac 'n' Save		12/2021	06-2-031000-610-000-000	supply, SN		\$54.13
Sub Total						\$54.13
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5177	Pizza Hut - Wayne	\$963.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Pizza Hut - Wayne		12-17-21	06-2-031000-630-000-000	food, SN		\$963.00
Sub Total						\$963.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5178	Poehlman, Judy A	\$252.98	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Poehlman, Judy A		12/22/21	06-2-031000-580-000-000	mileage/travel, SN - pick up beef		\$38.08
Poehlman, Judy A		12/22/21	06-2-031000-610-000-000	staff t-shirts/supply, SN		\$214.90
Sub Total						\$252.98
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type

LF-01172022	State Nebraska Bank	540978	5179	Quality Foods	\$28.76	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Quality Foods		1/1/2022	06-2-031000-630-000-000	food, SN		\$28.76
Sub Total						\$28.76
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5180	Sysco	\$5,589.62	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Sysco		1/1/22	06-2-031000-610-000-000	supply, SN		\$611.09
Sysco		1/1/22	06-2-031000-630-000-000	food, SN		\$4,978.53
Sub Total						\$5,589.62
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
LF-01172022	State Nebraska Bank	540978	5181	Wayne County Farm Bureau	\$2,946.30	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Wayne County Farm Bureau		1/11/2022	06-2-031000-630-000-000	food, SN (beef)		\$2,946.30
Sub Total						\$2,946.30
Grand Total						\$19,752.90

Wayne Public Schools

Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 01/17/2022; Bank: State Nebraska Bank; Sort By Element: FUND; Account Expression: (FUND1 = "06") ; Created On: 1/17/2022 1:47:16 PM

Check Date	Check Number	Payee	Type	Amount
01/11/2022	5172	Bomgaars	Accounts Payable	\$30.35
01/17/2022	5173	Cash-Wa Distributing	Accounts Payable	\$6,679.22
01/17/2022	5174	Earthgrains Baking Companies, Inc.	Accounts Payable	\$514.91
01/17/2022	5175	Hiland Dairy	Accounts Payable	\$2,693.63
01/17/2022	5176	Pac 'n' Save	Accounts Payable	\$54.13
01/17/2022	5177	Pizza Hut - Wayne	Accounts Payable	\$963.00
01/17/2022	5178	Poehlman, Judy A	Accounts Payable	\$252.98
01/17/2022	5179	Quality Foods	Accounts Payable	\$28.76
01/17/2022	5180	Sysco	Accounts Payable	\$5,589.62
01/17/2022	5181	Wayne County Farm Bureau	Accounts Payable	\$2,946.30
Sub Total				\$19,752.90

Wayne Public Schools

Check Listing Report

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 01/17/2022; Bank: State Nebraska Bank; Sort By Element: FUND; Account Expression: ([FUND] = "06") ; Created On: 1/17/2022 1:47:17 PM

Check Date	Check Number	Payee	Description	Type	Amount
01/11/2022	5172	Bomgaars	supply, SN	Accounts Payable	\$30.35
01/17/2022	5173	Cash-Wa Distributing	food & supply, SN	Accounts Payable	\$6,679.22
01/17/2022	5174	Earthgrains Baking Companies, Inc.	food, SN	Accounts Payable	\$514.91
01/17/2022	5175	Hiland Dairy	food, SN	Accounts Payable	\$2,693.63
01/17/2022	5176	Pac 'n' Save	supply, SN	Accounts Payable	\$54.13
01/17/2022	5177	Pizza Hut - Wayne	food, SN	Accounts Payable	\$963.00
01/17/2022	5178	Poehlman, Judy A	mileage/travel, SN - pick up beef; supply SN	Accounts Payable	\$252.98
01/17/2022	5179	Quality Foods	food, SN	Accounts Payable	\$28.76
01/17/2022	5180	Sysco	food/supply, SN	Accounts Payable	\$5,589.62
01/17/2022	5181	Wayne County Farm Bureau	food, SN (beef)	Accounts Payable	\$2,946.30
Sub Total					\$19,752.90

Wayne Public Schools

Cash Summary Report January 2022

Accounting Cycle: FY21-22; Beginning Period: Period 05 (01/01/2022 - 01/31/2022) ; Ending Period: Period 05 (01/01/2022 - 01/31/2022)
; Show Prior Year Expense/Encumbrance: No; Prior Year Ending Balance for Beginning Balance: No; Include Transactions after the Last
Period: None; Exclude Closing Entries: No; Include Unposted Transactions: Yes; Created On: 2/9/2022 12:18:18 PM

Fund	Description	Beginning Balance	Revenue	Expenditure	Ending Balance
01	General Fund	\$497,993.52	\$2,340,159.77	(\$899,520.21)	\$1,938,633.08
02	Depreciation Fund	\$165,458.23	\$165.16	\$0.00	\$165,623.39
03	Employee Benefit Fund	\$32,056.81	\$244,314.53	(\$272,889.47)	\$3,481.87
05	Activity Fund	\$197,960.26	\$0.00	\$0.00	\$197,960.26
06	School Nutrition Fund	\$269,139.72	\$0.00	(\$35,929.08)	\$233,210.64
07	Bond Fund	\$196,779.64	\$86,450.09	\$0.00	\$283,229.73
08	Special Building Fund	\$1,120,134.71	\$21,390.65	(\$10,281.30)	\$1,131,244.06
09	Qualified Capital Fund	\$70,653.06	\$94,444.15	\$0.00	\$165,097.21
Sub Total		\$2,550,175.95	\$2,786,924.35	(\$1,218,620.06)	\$4,118,480.24

Wayne Public Schools

Cash Summary Report

Accounting Cycle: FY21-22; Beginning Period: Period 05 (01/01/2022 - 01/31/2022) ; Ending Period: Period 05 (01/01/2022 - 01/31/2022) ; Show Prior Year Expense/Encumbrance: No; Prior Year Ending Balance for Beginning Balance: No; Include Transactions after the Last Period: None; Exclude Closing Entries: No; Include Unposted Transactions: Yes; Created On: 2/9/2022 12:18:19 PM

Fund	Description	Liabilities (Beginning)	Liabilities (Ending)	Cash Journal Entries	Other Total
01	General Fund	\$435.63	(\$435.63)	\$0.00	\$0.00
02	Depreciation Fund	\$0.00	\$0.00	\$0.00	\$0.00
03	Employee Benefit Fund	\$0.00	\$0.00	\$0.00	\$0.00
05	Activity Fund	\$0.00	\$0.00	\$0.00	\$0.00
06	School Nutrition Fund	\$0.00	\$0.00	\$0.00	\$0.00
07	Bond Fund	\$0.00	\$0.00	\$0.00	\$0.00
08	Special Building Fund	\$0.00	\$0.00	\$0.00	\$0.00
09	Qualified Capital Fund	\$0.00	\$0.00	\$0.00	\$0.00
12	Student Fees Fund	\$0.00	\$0.00	\$0.00	\$0.00
Sub Total		\$435.63	(\$435.63)	\$0.00	\$0.00

Wayne Public Schools

Check Listing Report February 2022 Board Meeting

Accounting Cycle: FY21-22; Begin Date: 01/11/2022; End Date: 02/11/2022; Bank: State Nebraska Bank; Sort By Element: FUND; Account Expression: ([FUND] In ("01","03","08")); Created On: 2/11/2022 10:13:08 AM

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2367	State Nebraska Bank	540951		Internal Revenue Service - EFT	\$121,677.64	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Internal Revenue Service - EFT		01/22PY	03-2-090000-000-000-000	1/2022 Payroll Taxes		\$116,437.87
Internal Revenue Service - EFT		01/22PYRET	03-2-090000-000-000-000	1/2022 Retiree Contract Deposit & 4th Qtr. '21 Recon (27.54)		\$5,239.77
Sub Total						\$121,677.64
2367	State Nebraska Bank	540951		Nebraska Retirement System - EFT	\$101,458.98	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Nebraska Retirement System - EFT		01/22PY	03-2-090000-000-000-000	Jan '22 Retirement Deposit		\$101,458.98
Sub Total						\$101,458.98
2367	State Nebraska Bank	540951		State of Nebraska - EFT	\$17,706.18	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
State of Nebraska - EFT		01/2022PYRET	03-2-090000-000-000-000	1/2022 Retiree Contract State Taxes Withheld		\$204.88
State of Nebraska - EFT		01/22PY	03-2-090000-000-000-000	1/2022 State Payroll Taxes		\$17,501.30
Sub Total						\$17,706.18
2366	State Nebraska Bank	540951	1479	Aetna Insurance	\$5,200.14	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Aetna Insurance		01/22PY	03-2-090000-000-000-000	1/22 Retirees Health Insurance		\$5,200.14
Sub Total						\$5,200.14
2366	State Nebraska Bank	540951	1480	Ameritas Life Insurance Co. (Dent)	\$198.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Ameritas Life Insurance Co. (Dent)		01/22PY	03-2-090000-000-000-000	01/2022 Retirees Dental Insurance		\$198.00
Sub Total						\$198.00
2366	State Nebraska Bank	540951	1481	United Of Omaha	\$1.48	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
United Of Omaha		1/2022PY	03-2-090000-000-000-000	1/2022 Retirees Life Insurance		\$1.48
Sub Total						\$1.48
2370	State Nebraska Bank	540935	1667	OCC Builders LLC	\$33,506.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
OCC Builders LLC		1/27/2022	08-2-047000-450-000-000	High School Restroom Renovations Payment #6 Final w/ Retainage		\$33,506.00
Sub Total						\$33,506.00
2368	State Nebraska Bank	537047	22127	City of Wayne	\$17,856.66	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
City of Wayne		2/10/2022	01-2-026100-410-001-000	HS water 12/15/21-1/13/22		\$925.51
City of Wayne		2/10/2022	01-2-026100-410-005-000	ES Water 12/15/21-1/13/22		\$1,056.40
City of Wayne		2/10/2022	01-2-026100-410-006-000	JH water 12/15/21-1/13/22		\$455.86

City of Wayne		2/10/2022	01-2-026100-621-001-010	HS Electricity 12/15/21-1/13/22		\$5,300.43
City of Wayne		2/10/2022	01-2-026100-621-005-010	ES Electricity 12/15/21-1/13/22		\$6,899.91
City of Wayne		2/10/2022	01-2-026100-621-006-010	JH electricity 12/15/21-1/13/22		\$2,610.66
City of Wayne		2/10/2022	01-2-026100-621-300-010	ELC electricity 12/15/21-1/13/22		\$607.89
Sub Total						\$17,856.66

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2368	State Nebraska Bank	537047	22128	Lutt Oil	\$1,528.13	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Lutt Oil		2/1/22	01-2-021900-580-001-000	FFA Fieldtrips		\$70.68
Lutt Oil		2/1/22	01-2-021900-580-001-010	Athletics		\$359.97
Lutt Oil		2/1/22	01-2-021900-580-001-020	Speech/Drama/Mock Trial		\$37.39
Lutt Oil		2/1/22	01-2-023200-580-000-000	Superintendent travel		\$99.61
Lutt Oil		2/1/22	01-2-026500-626-000-000	Pick Up/Lunch/ Grounds		\$344.69
Lutt Oil		2/1/22	01-2-027120-626-000-001	SPED vehicle gas		\$615.79
Sub Total						\$1,528.13

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22129	Ace Hardware & Home	\$39.34	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Ace Hardware & Home		6686,68516886,6916	01-2-012003-610-001-011	SPED laundry supplies, Clorox Splash Less		\$6.59
Ace Hardware & Home		6686,68516886,6916	01-2-026200-431-001-010	thread seal tape		\$15.58
Ace Hardware & Home		6686,68516886,6916	01-2-026200-431-005-010	sand paper		\$3.99
Ace Hardware & Home		6686,68516886,6916	01-2-026200-610-000-000	2 Gal white vinegar		\$13.18
Sub Total						\$39.34

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22130	American Broadband	\$830.94	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
American Broadband		2/1/2022	01-2-011000-382-000-000	K-12 phone		\$536.15
American Broadband		2/1/2022	01-2-011900-382-300-000	ELC phone, internet, cable		\$294.79
Sub Total						\$830.94

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22131	Anderson's Alphabet U	\$122.74	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Anderson's Alphabet U	4762-2022	9901777	01-2-011900-610-300-000	preschool graduation frames/ELC supply	01/27/2022	\$122.74
Sub Total						\$122.74

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22132	Auto Anatomy Alternatives LLC	\$172.23	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Auto Anatomy Alternatives LLC		RO2228	01-2-027320-350-000-001	2014 Flex rear door latch replacement SPED		\$172.23
Sub Total						\$172.23

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22133	Beiermann Electric, LLC	\$311.85	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Beiermann Electric, LLC		914	01-2-026200-431-005-010	outlets checked, light installation		\$219.35
Beiermann Electric, LLC		914	01-2-026200-431-006-010	generator check, light replacement		\$92.50
Sub Total						\$311.85

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22134	Black Hills Energy	\$1,675.34	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Black Hills Energy		02/01/22	01-2-026100-621-001-000	12/22/21-1/21/22 Natural Gas		\$755.00
Black Hills Energy		02/01/22	01-2-026100-621-005-000	12/22/21-1/21/22 Natural Gas		\$548.47

Black Hills Energy		02/01/22	01-2-026100-621-006-000	12/22/21-1/21/22 Natural Gas		\$371.87
Sub Total						\$1,675.34
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22135	Blick Art Materials	\$89.49	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Blick Art Materials	5682-2022	7862388	01-2-011000-610-006-090	JH art supply	01/27/2022	\$89.49
Sub Total						\$89.49
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22136	Bomgaars	\$441.24	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Bomgaars		1-16-2022	01-2-026200-431-001-010	compression sleeve & nut, furnace filters, faucet aerator, plug, pipe coupling		\$55.27
Bomgaars		1-16-2022	01-2-026200-431-005-010	coupling, clip, demount, faucet		\$37.07
Bomgaars		1-16-2022	01-2-026200-610-000-000	batteries, 3 ceramic heaters		\$277.96
Bomgaars		1-16-2022	01-2-026300-431-000-020	tru fuel, oil, utility knives		\$70.94
Sub Total						\$441.24
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22137	Carolina Biological Supply Co.	\$44.11	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Carolina Biological Supply Co.	6333-2022	51658816R1	01-2-011000-610-001-100	ag classroom supply	02/10/2022	\$44.11
Sub Total						\$44.11
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22138	CEV Multimedia	\$850.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
CEV Multimedia	6304-2022	128495	01-2-011000-610-001-100	Ag HS instructor annual license renewal/ad classroom supply	01/27/2022	\$850.00
Sub Total						\$850.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22139	Chemsearch FE	\$977.90	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Chemsearch FE		7663681	01-2-026200-431-005-010	Water Treatment		\$977.90
Sub Total						\$977.90
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22140	Cole Papers Inc.	\$2,182.70	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Cole Papers Inc.	6352-2022	10101571,10095709	01-2-026200-610-000-000	maint. supplies (custodial)	02/09/2022	\$2,182.70
Sub Total						\$2,182.70
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22141	Constellation NewEnergy Gas Div., LLC	\$12,821.94	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Constellation NewEnergy Gas Div., LLC		3383341,3396752	01-2-026100-621-001-000	Gas supply 1/2022		\$3,225.02
Constellation NewEnergy Gas Div., LLC		3383341,3396752	01-2-026100-621-001-000	Gas supply charge 12-2021		\$2,354.28
Constellation NewEnergy Gas Div., LLC		3383341,3396752	01-2-026100-621-005-000	Gas supply 1/2022		\$2,216.50
Constellation NewEnergy Gas Div., LLC		3383341,3396752	01-2-026100-621-005-000	Gas supply 12/21		\$2,278.13
Constellation NewEnergy Gas Div., LLC		3383341,3396752	01-2-026100-621-006-000	Gas supply 1/2022		\$1,588.44
Constellation NewEnergy Gas Div., LLC		3383341,3396752	01-2-026100-621-006-000	Gas supply 12/2021		\$1,159.57
Sub Total						\$12,821.94
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22142	Curtis& Coleen Jeffries (Copy Write Publishin	\$466.95	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22157	KSB School Law	\$75.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
KSB School Law		11461	01-2-023300-317-000-000	telephone conf. MB truancy, 504 plan		\$75.00
Sub Total						\$75.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22158	Labster	\$6,000.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Labster		INV-14299	01-2-011000-643-001-000	Labster Simulations sub fee- reimbursed by WCS Foundation		\$2,000.00
Labster		INV-14299	01-2-069980-643-000-002	Labster Simulations subscription fee		\$4,000.00
Sub Total						\$6,000.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22159	Main Street Garage, LLC	\$1,154.66	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-026500-350-000-000	'13 Fusion Oil Change		\$103.90
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-026500-350-000-000	Avalanche oil change & tire repair		\$90.00
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-027300-350-000-000	'11 Ford e-350 tire rotation & alignment		\$123.25
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-027300-350-000-000	Expedition oil change & inspection		\$108.30
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-027300-350-000-000	tire repair 2006 Taurus		\$25.50
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-027320-350-000-001	'06 Freestar tire repair		\$25.50
Main Street Garage, LLC		221, 311, 481, 096,9561,9621,473	01-2-027320-350-000-001	'14 Chevy Ignition coil, spark plug, sp wire set, labor		\$678.21
Sub Total						\$1,154.66
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22160	Major Refrigeration Co., Inc.	\$237.75	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Major Refrigeration Co., Inc.		IC08708	01-2-026400-431-001-000	ice machine semi-annual cleaning		\$158.50
Major Refrigeration Co., Inc.		IC08708	01-2-026400-431-006-000	ice machine semi-annual cleaning		\$79.25
Sub Total						\$237.75
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22161	Mark's Plumbing Parts	\$353.95	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Mark's Plumbing Parts	6326-2022	INV001993568	01-2-026200-431-001-010	valves for HS locker room showers/HS bldg. upkeep & repair	01/27/2022	\$353.95
Sub Total						\$353.95
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22162	Medco Supply, Inc.	\$4.80	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Medco Supply, Inc.	5934C-2022	IN94758704	01-2-021900-610-001-000	HS athl. training supply	02/09/2022	\$4.80
Sub Total						\$4.80
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22163	Midbell Music, Inc.	\$43.44	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Midbell Music, Inc.		10617296	01-2-011000-350-005-000	trumpet repair		\$43.44
Sub Total						\$43.44
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22164	NCECBVI	\$199.20	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
NCECBVI		0-892	01-2-021810-591-000-001	Dec. '21 services JG		\$199.20

Sub Total						\$199.20
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22165	Nebr. Assoc. Of School Boards	\$435.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Nebr. Assoc. Of School Boards		INV-09635, 46772	01-2-023100-610-000-000	Guidance for Board President		\$40.00
Nebr. Assoc. Of School Boards		INV-09635, 46772	01-2-023100-810-000-000	Board Policy subscription		\$395.00
Sub Total						\$435.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22166	Nebraska Council Of School Administrators	\$120.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Nebraska Council Of School Administrators	6038-2022	69979	01-2-023200-810-000-000	legislative preview conf. reg. (M. Lenihan), supt. fee	01/27/2022	\$120.00
Sub Total						\$120.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22167	Nebraska State Fire Marshal Agency	\$240.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Nebraska State Fire Marshal Agency		90583, 90584	01-2-026200-431-001-010	Annual elevator inspection		\$80.00
Nebraska State Fire Marshal Agency		90583, 90584	01-2-026200-431-005-010	Annual elevator inspection		\$120.00
Nebraska State Fire Marshal Agency		90583, 90584	01-2-026200-431-006-010	Annual elevator inspection		\$40.00
Sub Total						\$240.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22168	Northeast Nebraska Insurance	\$500.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Northeast Nebraska Insurance		011922	01-2-023100-620-000-000	Treasurer Bond- Roberson		\$500.00
Sub Total						\$500.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22169	One Source	\$90.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
One Source		2561-20220130	01-2-023300-317-000-000	background checks		\$90.00
Sub Total						\$90.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22170	Pac 'n' Save	\$284.23	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Pac 'n' Save		2/1/2022	01-2-011000-610-000-080	H2O		\$7.50
Pac 'n' Save		2/1/2022	01-2-011000-610-001-030	Culinary skills class - food		\$202.90
Pac 'n' Save		2/1/2022	01-2-011000-610-001-030	FACS food		\$27.81
Pac 'n' Save		2/1/2022	01-2-011000-610-001-100	candy, post it notes, mini mrshmlw, veg oil, corn starch, spaghetti, bags, lotion facial		\$46.02
Sub Total						\$284.23
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22171	Plunkett's/Varment Guard	\$234.72	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Plunkett's/Varment Guard		7408470	01-2-026200-431-000-010	Jan '22 pest control		\$234.72
Sub Total						\$234.72
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22172	Posty Cards, Inc.	\$149.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Posty Cards, Inc.	6312-2022	158058	01-2-023200-610-000-000	birthday cards/supt. supply	01/27/2022	\$149.00
Sub Total						\$149.00

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22180	Security Shredding Services	\$35.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Security Shredding Services		18491		shredding 1 bin		\$35.00
Sub Total						\$35.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22181	Stadium Sports	\$2,000.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Stadium Sports	6329-2022	62982		JH reversible FB jerseys/JH athl. equip.	02/09/2022	\$2,000.00
Sub Total						\$2,000.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22182	Sunnyview Place, LLC	\$3,932.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Sunnyview Place, LLC		2/1/22		ELC Building Rent		\$3,932.00
Sub Total						\$3,932.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22183	Synchrony Bank/Amazon	\$649.42	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Synchrony Bank/Amazon		1/25/2022		sewing pins		\$13.98
Synchrony Bank/Amazon		1/25/2022		cable clips		\$9.58
Synchrony Bank/Amazon		1/25/2022		Dual Monitor Stand MR		\$50.74
Synchrony Bank/Amazon		1/25/2022		laptop screen replacement TK		\$95.00
Synchrony Bank/Amazon		1/25/2022		2 flush valves, 4 urinal gaskets		\$227.48
Synchrony Bank/Amazon		1/25/2022		ES lighting ballasts		\$252.64
Sub Total						\$649.42
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22184	Time Management Systems, Inc.	\$54.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Time Management Systems, Inc.	6319-2022	263591		employee badges/supplies, office dist.	02/08/2022	\$27.00
Time Management Systems, Inc.	6311-2022	262371		employee badges/supplies, office dist.	02/10/2022	\$27.00
Sub Total						\$54.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22185	U.S. Bank	\$1,058.11	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
U.S. Bank		1/25/2022		JudgingPro one year subscription		\$250.00
U.S. Bank		1/25/2022		Council for Exceptional Children Mmbrshp. MB		\$190.00
U.S. Bank		1/25/2022		NASES Conf. Reg. MB SPED		\$150.00
U.S. Bank		1/25/2022		A-Z tab dividers for business office		\$16.19
U.S. Bank		1/25/2022		plumbing repair kits		\$59.98
U.S. Bank		1/25/2022		Bracket fountain for wrestling room		\$291.94
U.S. Bank		1/25/2022		GRIT Registration SO		\$100.00
Sub Total						\$1,058.11
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22186	US Cellular	\$72.07	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
US Cellular		0486811649		Monthly cell phone plan Maintenance JW		\$72.07
Sub Total						\$72.07
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22187	Waste Connections of Nebraska Inc.	\$591.50	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount

Waste Connections of Nebraska Inc.		2261286T052	01-2-026200-410-000-010	Feb. '22 garbage and recycling service		\$591.50
Sub Total						\$591.50
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22188	Wayne Area Economic Development *	\$35.00	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Wayne Area Economic Development *		2604	01-2-023200-810-000-000	WAED Ambassador dues ML		\$35.00
Sub Total						\$35.00
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22189	Wayne Auto Parts Inc.	\$343.23	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Wayne Auto Parts Inc.		252676,252744,253070	01-2-026200-431-005-010	batteries for ES scrubber		\$136.99
Wayne Auto Parts Inc.		252676,252744,253070	01-2-026200-610-000-000	pliers		\$16.25
Wayne Auto Parts Inc.		252676,252744,253070	01-2-026500-350-000-000	Avalanche battery		\$189.99
Sub Total						\$343.23
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
2369	State Nebraska Bank	537047	22190	Wayne Herald	\$480.47	Accounts Payable
Vendor	PO Number	Invoice #	Account Code	Description	Issue Date	Amount
Wayne Herald		1/2022	01-2-023100-540-000-000	help wanted ads		\$134.50
Wayne Herald		1/2022	01-2-023100-540-000-000	legals		\$245.97
Wayne Herald		1/2022	01-2-023100-540-000-000	website ad		\$100.00
Sub Total						\$480.47
Grand Total						\$469,716.65

Wayne Public Schools

Check Report Payroll Liabilities February 2022 Board Meeting

Begin Date: 01/01/2022; End Date: 01/31/2022; Check Type: Payroll Liability; Payee: [All]; Bank: State Nebraska Bank; Accounting Cycle: FY21-22; Limit Results to This Cycle: No; Account Expression: [All]; Show Detail by Voucher: Yes; Created On: 2/11/2022 11:18:22 AM

Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22117	Aetna Insurance	\$124,683.31	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Aetna Insurance	Health Ins 125	87	01-00941-000		\$3,568.47	
Aetna Insurance	Health Ins EE	87	01-00941-000		\$2,309.01	
Aetna Insurance	Health Ins ER	87	01-00941-000		\$55,124.12	
Aetna Insurance	HSA Health Ins ER	87	01-00941-000		\$63,681.71	
Sub Total					\$124,683.31	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22118	Ameritas Life Insurance Co. (Dent)	\$6,613.28	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Ameritas Life Insurance Co. (Dent)	Dental	87	01-00941-000		\$773.60	
Ameritas Life Insurance Co. (Dent)	Dental 125	87	01-00941-000		\$2,394.48	
Ameritas Life Insurance Co. (Dent)	Dental ER	87	01-00941-000		\$3,445.20	
Sub Total					\$6,613.28	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22119	L.F. Noll, Inc.	\$143.27	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
L.F. Noll, Inc.	Garnishment 8	87	01-00941-000		\$143.27	
Sub Total					\$143.27	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22120	Elkhorn Valley Bank	\$7,866.66	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Elkhorn Valley Bank	HSA 125	87	01-00941-000		\$7,866.66	
Sub Total					\$7,866.66	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22121	First Concord Benefits Group	\$4,074.62	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
First Concord Benefits Group	Med Reimb 125	87	01-00941-000		\$741.99	
First Concord Benefits Group	Sect 125/child Care	87	01-00941-000		\$3,332.63	
Sub Total					\$4,074.62	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22122	S.D. 17 Payroll Account	\$230,930.04	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
S.D. 17 Payroll Account	Federal Withholding	87	01-00941-000		\$37,077.27	
S.D. 17 Payroll Account	FICA	87	01-00941-000		\$61,999.78	
S.D. 17 Payroll Account	Medicare	87	01-00941-000		\$14,499.96	
S.D. 17 Payroll Account	NPERS	87	01-00941-000		\$86,169.60	
S.D. 17 Payroll Account	NPERS - Adl	87	01-00941-000		\$12,874.67	
S.D. 17 Payroll Account	State Withholding - NE	87	01-00941-000		\$17,280.73	
S.D. 17 Payroll Account	Federal Withholding	88	01-00941-000		\$79.99	
S.D. 17 Payroll Account	FICA	88	01-00941-000		\$485.58	
S.D. 17 Payroll Account	Medicare	88	01-00941-000		\$113.58	
S.D. 17 Payroll Account	NPERS	88	01-00941-000		\$286.94	
S.D. 17 Payroll Account	NPERS - Adl	88	01-00941-000		\$42.87	

S.D. 17 Payroll Account	State Withholding - NE	88	01-00941-000		\$19.07	
Sub Total					\$230,930.04	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22123	TSA Consulting Group, Inc	\$1,251.13	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
TSA Consulting Group, Inc	Ameriprise	87	01-00941-000		\$400.00	
TSA Consulting Group, Inc	Security Benefit Group	87	01-00941-000		\$326.13	
TSA Consulting Group, Inc	Waddell & Reed	87	01-00941-000		\$525.00	
Sub Total					\$1,251.13	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22124	United Of Omaha	\$2,588.45	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
United Of Omaha	Disability	87	01-00941-000		\$1,479.57	
United Of Omaha	Life Ins	87	01-00941-000		\$265.50	
United Of Omaha	Llife Ins ER	87	01-00941-000		\$843.38	
Sub Total					\$2,588.45	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22125	Vision Services Plan	\$1,006.32	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Vision Services Plan	VSP Vision	87	01-00941-000		\$278.43	
Vision Services Plan	VSP Vision 125	87	01-00941-000		\$727.89	
Sub Total					\$1,006.32	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	22126	Wayne Public School Foundatio	\$274.00	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Wayne Public School Foundation	WPS Foundation	87	01-00941-000		\$274.00	
Sub Total					\$274.00	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	5182	Aetna Insurance	\$1,847.26	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Aetna Insurance	HSA Health Ins ER	87	06-00941-000		\$1,847.26	
Sub Total					\$1,847.26	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	5183	Ameritas Life Insurance Co. (Dent)	\$116.96	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Ameritas Life Insurance Co. (Dent)	Dental 125	87	06-00941-000		\$77.36	
Ameritas Life Insurance Co. (Dent)	Dental ER	87	06-00941-000		\$39.60	
Sub Total					\$116.96	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	5184	Elkhorn Valley Bank	\$400.00	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Elkhorn Valley Bank	HSA 125	87	06-00941-000		\$400.00	
Sub Total					\$400.00	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	5185	S.D. 17 Payroll Account	\$4,468.11	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
S.D. 17 Payroll Account	Federal Withholding	87	06-00941-000		\$368.95	
S.D. 17 Payroll Account	FICA	87	06-00941-000		\$1,469.18	
S.D. 17 Payroll Account	Medicare	87	06-00941-000		\$343.58	

S.D. 17 Payroll Account	NPERS	87	06-00941-000		\$1,813.89	
S.D. 17 Payroll Account	NPERS - Adl	87	06-00941-000		\$271.01	
S.D. 17 Payroll Account	State Withholding - NE	87	06-00941-000		\$201.50	
Sub Total					\$4,468.11	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	5186	United Of Omaha	\$24.74	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
United Of Omaha	Disability	87	06-00941-000		\$14.99	
United Of Omaha	Llife Ins ER	87	06-00941-000		\$9.75	
Sub Total					\$24.74	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	5187	Wayne Public School Foundatio	\$30.00	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
Wayne Public School Foundation	WPS Foundation	87	06-00941-000		\$30.00	
Sub Total					\$30.00	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	537047	EFT	Direct Deposit	\$354,693.55	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
First National Omaha	Direct Deposit	87	01-00941-000		\$351,340.28	
First National Omaha	Direct Deposit	88	01-00941-000		\$3,353.27	
Sub Total					\$354,693.55	
Voucher Number	Bank Name	Account Number	Check Number	Payee	Amount	Type
48	State Nebraska Bank	540978	EFT	Direct Deposit	\$9,289.11	Payroll Liability
Vendor	Deduction Name	Register Number	Account Code		Amount	
First National Omaha	Direct Deposit	87	06-00941-000		\$9,289.11	
Sub Total					\$9,289.11	
Grand Total					\$750,300.81	



ATA Document G702™ - 1992

Application and Certificate for Payment

TO OWNER: Wayne Community Schools 611 West 7th Street Wayne, NE 68787	PROJECT: High School Restroom Renovations	APPLICATION NO: 6 Final w/ Retainage	Distribution to: <input type="checkbox"/> OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER
FROM CONTRACTOR: OCC BUILDERS, LLC. 521 S. Centennial Road Wayne, NE 68787	VIA ARCHITECT: Carlson West Povondra Architects 5060 Dodge Street Omaha, NE 68132	PERIOD TO: 1/27/2022 CONTRACT FOR: CONTRACT DATE: PROJECT NOS: CWPA 20156	

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$ 353,700.00
2. NET CHANGE BY CHANGE ORDERS	\$ -27,664.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 326,036.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 326,036.00
5. RETAINAGE:	
a. <u>10</u> % of Completed Work (Column D + E on G703)	\$ 0.00
b. <u>10</u> % of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 0.00
6. TOTAL EARNED LESS RETAINAGE	\$ 326,036.00 <i>(Line 4 minus Line 5 Total)</i>
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 292,530.00 <i>(Line 6 from prior Certificate)</i>
8. CURRENT PAYMENT DUE	\$ 33,506.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE <i>(Line 3 minus Line 6)</i>	\$ 0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 28,667.00
Total approved this month	\$ 1,003.00	\$ 0.00
TOTAL	\$ 1,003.00	\$ 28,667.00
NET CHANGES by Change Order	\$ -27,664.00	

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

CONTRACTOR: OCC BUILDERS, LLC.

By: Jah N Date: 1/27/2022

State of: Nebraska

County of: Wayne

Subscribed and sworn to before me this 27th

GENERAL NOTARY - State of Nebraska
BRITTANY WEBBER
My Comm. Exp. July 13, 2025

day of January 2022

Notary Public: Brittany Webber

My commission expires: July 13th, 2025

ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 33,506.00

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

ARCHITECT: CWP ARCHITECTS

By: _____ Date: 02.03.2022

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

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

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

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

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

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO:

ARCHITECT'S PROJECT NO.:

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)		
1	General Conditions & Project Start-up	47,168	47,168	0	0	47,168	100%	0	0
2	Bonds & Permits	3,322	3,322	0	0	3,322	100%	0	0
3	Demolition	28,910	28,910	0	0	28,910	100%	0	0
4	Structural Steel & Masonry	15,035	15,035	0	0	15,035	100%	0	0
5	Mech Infill & New Openings	3,300	3,300	0	0	3,300	100%	0	0
6	Metal Framing, Drywall, & Insulation	16,694	16,694	0	0	16,694	100%	0	0
7	Doors, Frames, & Hardware	18,181	18,181	0	0	18,181	100%	0	0
8	Roof Hatch	6,944	6,944	0	0	6,944	100%	0	0
9	Cabinetry & Tops	9,860	9,860	0	0	9,860	100%	0	0
10	Finish Floorings	28,323	28,323	0	0	28,323	100%	0	0
11	Acoustical Ceilings	2,166	2,166	0	0	2,166	100%	0	0
12	Painting	9,940	9,940	0	0	9,940	100%	0	0
13	Toilet Partitions, Accessories, Signage	13,527	13,527	0	0	13,527	100%	0	0
14	Fire Suppression	4,620	4,620	0	0	4,620	100%	0	0
15	Plumbing	59,500	59,500	0	0	59,500	100%	0	0
16	HVAC	10,500	10,500	0	0	10,500	100%	0	0
17	Electrical	21,500	21,500	0	0	21,500	100%	0	0
28	Owner Contingency	30,000	30,000	0	0	30,000	100%	0	0
19	CM Fee	13,180	13,180	0	0	13,180	100%	0	0
ALT #1	Add Mini Slit Unit	7,560	7,560	0	0	7,560	100%	0	0
ALT #3	Add Exhaust Fan	3,470	3,470	0	0	3,470	100%	0	0
OCO #1	Credit Owner Contingency Not Used	-28,667	-28,667	0	0	-28,667	100%	0	0
OCO #2	Hardware Change & Keys	1,003	0	1,003	0	1,003	100%	0	0
		326,036	325,033	1,003	0	326,036	100%	0	0



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G703-1992

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CHECK SUMMARY REPORT

January 2022

Check #	Check Date	Vendor Name	Paid from Account	Description	Amount
15095	1/3/2022	State Nebraska Bank (Cash)	Athletic/Concessions	change, GB-BRLD, 1/3	1,420.00
15096	1/3/2022	Landon Jansen	Athletic	official, GB-BRLD, 1/3	125.00
15097	1/3/2022	Corey Uldrich	Athletic	official, GB-BRLD, 1/3	125.00
15098	1/3/2022	David Uldrich	Athletic	official, GB-BRLD, 1/3	125.00
15099	1/3/2022	Winnebago HS	Athletic	entry fee/Girls WR Invite, 12/28	30.00
15100	1/3/2022	Malcolm Public School	Athletic	entry fee/WR Invite, 1/8	165.00
15101	1/3/2022	Winners' Circle	Athletic	bowling plaques, medals	119.38
15102	1/7/2022	Battle Creek HS	Athletic	Dist. FB medals	24.00
15103	1/7/2022	U.S. Bank		credit card purchases	698.14
		(Athletic \$289.49, Emporium \$364.89, SPED Trans. \$43.76)			
15104	1/7/2022	4 Seasons Fund Raising	FFA	fruit/cheese fundraiser	12,455.83
15105	1/7/2022	Nat'l FFA Organization	FFA	apparel	71.50
15106	1/7/2022	Synchrony Bank/Amazon	(Emporium \$167.94, Grades \$208.53)		376.47
15107	1/7/2022	Pac 'n' Save			362.29
		(Athl. \$21.00, Conc. \$263.38, FCCLA \$37.47, Speech \$34.40, Emporium \$10.08, SPED Trans \$37.96)			
15108	1/7/2022	Godfather's Pizza	(Conc. \$800.00, Athl. \$64.00)		864.00
15109	1/7/2022	Linpepco - Siouxland	Concessions	beverages	1,688.40
15110	1/7/2022	Linpepco - Siouxland	Grades	vending machine	105.25
15111	1/11/2022	State Nebraska Bank (Cash)	Athletic/Concessions	GB/BB - L-C-C, 1/11	1,670.00
15112	1/11/2022	Gary Eikmeier	Athletic	official, (V) GB/BB - L-C-C, 1/11	150.00
15113	1/11/2022	Ted Harder	Athletic	official, (V) GB/BB - L-C-C, 1/11	150.00
15114	1/11/2022	Greg Rump	Athletic	official, (V) GB/BB - L-C-C, 1/11	150.00
15115	1/11/2022	Brian Kesting	Athletic	official, JV GB - L-C-C, 1/11	55.00
15116	1/11/2022	Andrew Hanson	Athletic	official, JV GB - L-C-C, 1/11	55.00
15117	1/11/2022	Chad Pitkin	Athletic	official, JV BB - L-C-C, 1/11	55.00
15118	1/11/2022	Ryan Dahl	Athletic	official, JV BB - L-C-C, 1/11	55.00
15119	1/11/2022	Electrathon America	Power Drive	2022 membership	45.00
15120	1/11/2022	Theatrical Rights Worldwide	Musical	scripts/licensing fee	2,950.00
15121	1/11/2022	Wholesale Supply Co.	Concessions	supplies	1,934.20
15122	1/11/2022	Schuyler Comm. Schools	Athletic	entry fee - Girls WR, Boys WR	350.00
15123	1/13/2022	State Nebraska Bank (Cash)	Athletic/Concessions	GB/BB - North Bend, 1/13	1,570.00
15124	1/13/2022	State Nebraska Bank (Cash)	Athletic	JH BB - Battle Creek, 1/13	600.00
15125	1/13/2022	State Nebraska Bank (Cash)	Athletic	Clock - 9th BB; 1/15, 1/17	30.00
15126	1/13/2022	Cory Piercy	Athletic	official, (V) GB/BB - North Bend, 1/13	150.00
15127	1/13/2022	Gary Piercy	Athletic	official, (V) GB/BB - North Bend, 1/13	150.00
15128	1/13/2022	Andrew Fleecs	Athletic	official, (V) GB/BB - North Bend, 1/13	150.00
15129	1/13/2022	Chad Pitkin	Athletic	official, JV GB - North Bend, 1/13	55.00

CHECK SUMMARY REPORT

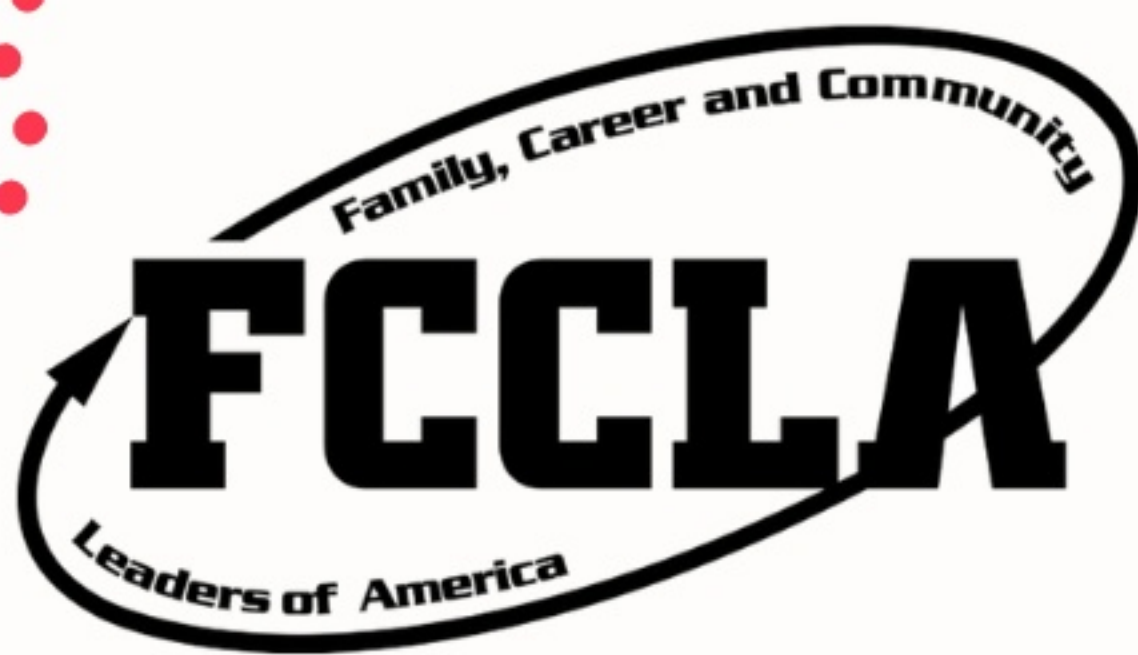
January 2022

15130	1/13/2022	Brett Greenfield	Athletic	official, JV GB -L-C-C & North Bend	110.00
15131	1/13/2022	Mike Test	Athletic	official, JV BB - North Bend, 1/13	55.00
15132	1/13/2022	Ryan Dahl	Athletic	official, JV BB - North Bend, 1/13	VOID
15133	1/13/2022	Ryan Dahl	Athletic	official, JH BB - Battle Creek, 1/13	VOID
15134	1/13/2022	Chad Pitkin	Athletic	official, JH BB - Battle Creek, 1/13	90.00
15135	1/13/2022	FBLA-PBL	FBLA	membership	290.00
15136	1/13/2022	Nat'l FFA Organization	FFA	frames, chains	325.00
15137	1/13/2022	Concordia University	Dist.-Entry Fees	reg. for second science bowl team	100.00
15138	1/13/2022	WSC	Dist.-Entry Fees	audition fee/Festival of Honor Bands	80.00
15139	1/13/2022	Pierce Public Schools	Dist.-Entry Fees	Speech Tourn. reg. , 1/15	202.00
15140	1/13/2022	Norththeast Community College	Dist.-Entry Fees	reg. for second science bowl team	120.00
15141	1/13/2022	Battle Creek FFA Chapter	Dist.-Entry Fees	Livestock Judging Clinic reg, 1/21	120.00
15142	1/14/2022	State Nebraska Bank (Cash)	Athletic/Concessions	JV/V GB - Norf. Cath., 1/14	1,570.00
15143	1/14/2022	State Nebraska Bank (Cash)	Athletic/Concessions	JV/V BB - Boys Town, 1/15	1,570.00
15144	1/14/2022	Brian Wilson	Athletic	official, JV/V GB - Norf. Cath., 1/14	150.00
15145	1/14/2022	Dave Leitschuck	Athletic	official, JV/V GB - Norf. Cath., 1/14	150.00
15146	1/14/2022	Sean Johnston	Athletic	official, JV/V GB - Norf. Cath., 1/14	150.00
15147	1/14/2022	Ryan Dahl	Athletic	official, 9th BB - Battle Creek, 1/15	VOID
15148	1/14/2022	Matt Eiescheid	Athletic	official, 9th BB - Battle Creek, 1/15	55.00
15149	1/14/2022	Jim Bartee	Athletic	official, (V) BB - Boys Town, 1/15	150.00
15150	1/14/2022	Barry DeKay	Athletic	official, (V) BB - Boys Town, 1/15	VOID
15151	1/14/2022	Ryan Specht	Athletic	official, (V) BB - Boys Town, 1/15	150.00
15152	1/14/2022	Brian Chapman	Athletic	official, (V) BB - Boys Town, 1/15	150.00
15153	1/19/2022	Neligh-Oakdale HS	Athletic	B/G entry fee - WR Invite, 1/22	160.00
15154	1/19/2022	Chad Pitkin	Athletic	official, 9th BB - Battle Creek, 1/15	55.00
15155	1/19/2022	Platform Athletics	Athletic	230 student licenses	1,200.00
15156	1/19/2022	Cedar Catholic HS	Athletic	Holiday Tourn., travel	250.00
15157	1/19/2022	Pierce HS	Athletic	Holiday Tourn., travel	250.00
15158	1/19/2022	Homer HS	Athletic	Holiday Tourn., travel	250.00
15159	1/19/2022	Pender HS	Athletic	Holiday Tourn., travel	250.00
15160	1/19/2022	Laurel-Concord-Coleridge	Athletic	Holiday Tourn., travel	250.00
15161	1/19/2022	Winnebago HS	Athletic	Holiday Tourn., travel	250.00
15162	1/19/2022	Auburn HS	Athletic	Holiday Tourn., travel	500.00
15163	1/19/2022	Stadium Sports	WR	t-shirts	212.00
15164	1/19/2022	Walsworth	Annual	first deposit on book	3,260.00
15165	1/19/2022	Boone Central Schools	Dist.-Entry Fees	Speech Invite, 1/22	282.00
15166	1/19/2022	Brett Dorcey	FFA	1 set of custom cornhole boards	280.00
15167	1/19/2022	AG Parts Worldwide	St. Fee - Chrome Books	10 screens, 5 chargers	1,149.25
15168	1/19/2022	Courtney Maas	Grades	reimb./supplies	19.56

CHECK SUMMARY REPORT

January 2022

15169	1/20/2022	State Nebraska Bank (Cash)	Athletic/Concessions	JH BB - HCC, 1/22	860.00
15170	1/20/2022	Matt Ley	Athletic	official, JH BB - HCC, 1/22	90.00
15171	1/25/2022	Mick Kemp	Athletic	sign rental for Conf. basketball	100.00
15172	1/25/2022	Wayne Area Econ. Develop.	Staff Support	table reservation/annual banquet	280.00
15173	1/25/2022	Kathy Ostrand	Grades	reimb./supplies	44.50
15174	1/27/2022	State Nebraska Bank (Cash)	Athletic	change, JH BB - L-C-C, 1/27	700.00
15175	1/27/2022	Chad Pitkin	Athletic	official, JH BB - L-C-C, 1/27	VOID
15176	1/27/2022	Brett Greenfield	Athletic	official, JH BB - L-C-C, 1/27	90.00
15177	1/27/2022	Dixon Elevator	FFA	feed	304.07
15178	1/27/2022	Miles Thoene	Athletic	official, JH BB - L-C-C, 1/27	90.00
15179	1/28/2022	State Nebraska Bank (Cash)	Athletic/Concessions	change, JH BB Tourn., 1/29	2,500.00
15180	1/28/2022	Ryan Dahl	Athletic	official, JH BB Tourn., 1/29	180.00
15181	1/28/2022	Mike Test	Athletic	official, JH BB Tourn., 1/29	180.00
15182	1/28/2022	Brett Greenfield	Athletic	official, JH BB Tourn., 1/29	180.00
15183	1/28/2022	Battle Creek HS	Athletic	entry fee - Girls WR Invite, 1/17	45.00
15184	1/28/2022	GACC	Athletic	entry fee - 9/10 GB/BB Tourn., 1/29	100.00
15185	1/28/2022	Plainview HS	Athletic	entry fee - WR Invite, 1/29	100.00
15186	1/28/2022	Boone Central Schools	Athletic	entry fee - Conf Girls WR, 1/29	30.00
15187	1/28/2022	Hartington-Newcastle Sch.	Dist.-Entry Fees	Speech Invite, 1/29	119.00
				TOTAL	49,276.84



Thanks
for your support



Nebraska Association of School Boards

AIM (Agenda Item Management)

Date: 2/14/2022

Subject: Full-time paraprofessionals and cooks with health/dental insurance benefits

Coordinator: Mark Lenihan, Misty Bear

Building: District-wide

Purpose of Agenda Item: Action item

Proposed Action/Purpose of Need: Allowing a portion of paraprofessionals and cooks to work up to 40 hours per week and receive single health/dental insurance. This allows consistent para professionals in the lives of students who need consistency the most. This also provides consistency with kitchen staff. It also allows the district to continue to invest in the para-professionals and cooks hired without fear of them leaving for a job that does offer health insurance, and can be used as a recruitment tool for new hires. owing to the fact that the district is switching insurance providers to the Educator Health Alliance, the timing for this change is good.

Authority for this Action: Employee Benefit Policy for Classified staff

- The district would add a classified staff sub-group with the EHA insurance plan for 9 month, full time employees to receive employee only health and dental insurance.
- The plan would become effective September 1, 2022.
- We would be able to consider these added costs when budgeting in spring 2022.

Data Assessed:

1. Area schools were assessed to determine para pay and benefits. All schools in the area provide some form of health insurance for nine month classified staff.
2. Cost of benefits through EHA:
 - a. Employee only \$1900 deductible: \$796.62 month/\$9559.44 annual
 - i. \$9559.44 health + \$354.48 dental = \$9913.92 total
 - b. Employee only \$3800 deductible: \$726.09 month/ \$8713.08 annual
 - i. \$8713.08 health + \$500 HSA contribution + \$354.48 dental = \$9567.56 total.
3. We could consider a cash-in-lieu option of \$150-\$200/ month for the months they work (Aug-May).
4. During the 2019-20 school year 10 paraprofessionals left the district due to finding similar jobs in area districts that provide health insurance.

5. During the 2020-21 school year 5 paraprofessionals left the district due to finding similar jobs in area districts that provide health insurance.
6. So far during the 2021-22 school year 5 para professionals left the district due to finding similar jobs in area districts that provide health insurance.
7. Cost to train a paraprofessional is approximately \$1500 each.
8. The charts show the additional cost to the district. Special Education is reimbursed at approximately 40%, which is not reflected in the totals.

Paraprofessional full time needs				
School	ELC	ELEM	JH	HS
Gen Ed Para Need	0	2	1	0
EL Para Need	0	1	0	0
SPED Para Need	1	4	1	2
Paraprofessional staff - 12 person scenario				
	Full Time	Part Time	Total additional insurance costs (All take \$1900 deduct plan)	Total additional insurance costs (All take \$3800 deduct plan)
SPED	8 @ 35	8 @ 20		
EL	1 @ 35	0		
Gen Ed	3 @ 35	4 @ 20		
Total additional costs	12 @ 35	12 @ 20	\$118,967.04	\$114,810.72
Total Weekly Hours	420	240	660	18.0 FTE
Paraprofessional staff - 9 person scenario				
	Full Time	Part Time	Total additional insurance costs (All take \$1900 deduct plan)	Total additional insurance costs (All take \$3800 deduct plan)
SPED	6 @ 35	12 @ 20		

EL	1 @ 35		0	
Gen Ed	2 @ 35	6 @ 20		
Total additional costs	9 @ 35	18 @ 20	\$89,217	\$86,112
Total Weekly Hours	315	360	675	18.0 FTE
COOKS				
Asst Director	1			
JH/HS	2	2		
Elementary	2	2		
Total additional costs	5 @ 35-40	4 @ 20	\$49,569.60	\$47,837.80
Total both 12 para and cooks additional costs			\$168,536.64	\$162,648.52
Total both 9 para and cooks additional costs			\$138,786.80	\$133,949.80

Summary: Wayne Community Schools continues to have high turn-over rates in both paraprofessional staff and kitchen staff. The addition of benefits and ability to work up to full time would allow directors to hire quality staff members with less turnover. Consistent staffing will benefit students.

Comments received and Administrative Recommendations: The addition of adding full-time employment and benefits to a select number of paraprofessionals has been discussed by the board and administration. This was also discussed at a board meeting to address the needs of quality paraprofessionals in the district. The current employment environment is having an impact on our ability to hire staff in these positions. Local fast food employers have raised their rate of pay, and Tower and PMC are also raising their rates of pay to attract and retain employees. Adding health and dental insurance would be an important factor in our ability to attract and retain good employees in the paraprofessional and cook positions.

Jean Steen - Assistant Principal/Assistant SPED Director

One of the greatest necessities of a student with special needs is consistency and one of the greatest challenges of a special education teacher is consistent paraprofessional staffing. The special education department would greatly benefit from the opportunity to employ full time paraprofessionals in our buildings.

Creating paraprofessional and student schedules is a very time consuming and creative process. We are fortunate to live in a town that makes it possible for us to employ students that attend Wayne State College, but the inconsistency of their class schedules make it difficult for us to adequately meet student needs. Often, we are tasked with creating these schedules with 10-15 partial availability personal schedules. We also find ourselves without adequate staffing when the college calendar differs from our own and subs are unable to be secured. Being able to count on having para support in our buildings for the entirety of our school days would make serving our neediest students much easier. Having a few dedicated full-time paraprofessionals on staff will save us a significant amount of time and energy.

Paraprofessional turnover is also a concern when it comes to consistently serving our students. We have lost very talented paraprofessionals due to lack of hours or benefits we are able to offer. Many express their love of "The Wayne Way", but simply cannot afford to remain employed as a para in our district. Being able to offer paraprofessionals full time hours and benefits will likely reduce these turnover rates.

Kayla Varley - 7-12 Life Skills Teacher

Paraprofessionals are vital to our special education department. In Wayne they serve the students in a multitude of ways, from teaching social skills on the spot, assisting students and teachers in the classroom, and providing essential supervision. In a setting like my classroom, where students are taught academics at their levels, provided with frequent breaks, and constantly teaching and practicing social and vocational skills; I could not do that adequately without their help. Within the program we also have the 18-21 program where we focus on including more functional life skills and vocational skills in their school day.

With special education being individualized, we work on sending students to on-site placements that match their skills and interests. I have several students going different ways, some out in the community while others are going out to classes. I need to know that the adult that I have with those students has built a rapport with the students, that they will do the job asked of them when they leave the school building and will act in a manner that Wayne Community Schools can be proud of.

I also lean heavily on the paraeducators when it comes to getting students to and from school safely each day. Having the right person to start their day off in a positive manner can set the tone for the entire day. Along with transportation, we provide extended school year hours to students. These plans are developed by the teacher and carried out by the paraeducator during the summer. At times it can be difficult to get transportation and extended school year hours covered by individuals that truly care about the students and give quality effort combined with consistency.

In short, It is imperative that those hired as paraprofessionals for Wayne Community Schools be dedicated, qualified individuals. We need longevity and consistency among these front-line workers to ensure the best possible learning environment for our students. Some of our most influential paraprofessionals have taken other jobs with full-time hours and benefits out of necessity. The investment would pay dividends for students.

Misty Bear - Special Education Director

Research has shown that a majority of students with special needs are best served in their general education classrooms, with their general education peers. When presented with content that is above their instructional level, using the methodologies and teaching styles of any given teacher it is a paraprofessional who is typically charged with leveling the playing field for these

students. Paras are able to carry out accommodations/modifications as well as support and behavior plans to help the student receive the content in a manner they are able to learn and move forward with their classmates.

Finding paras who are willing to interview is rarely an issue for WCS, however having them accept the position and/or stay for a length of time has proven to be very difficult. The reason most often cited when a para refuses to accept the job, or leaves the job is "benefits." Oftentimes we will work towards training paras that have been hired, only to have them leave for another para job that offers benefits in the area.

As a Special Education Director, I see every day the importance of having consistency in the lives of all students, but it is most apparent in the lives of our students with special needs. The ability to offer benefits to a group of paraprofessionals would assure that the students/programs who need the most stability for students have it. This stability will lead to students who are able to do better in school, alleviate some of the stress of scheduling to meet the needs of all of our students, and allow us to hopefully keep paras for a longer period of time. I believe becoming a paraprofessional is a career, and should be treated that way in order to maintain a strong Special Education program and School system.

Judy Poehlman - Food Service Director

Below are the positions we would have. This will give us an opportunity to offer the students more options, continue to offer scratch cooked meals. Make the kitchen and serving lines of place of nutrition education with posters and information. It would allow us to serve the students more efficiently.

Judy Poehlman 6:00-4:00

Teresa Tiedtke 6:30- 2:30 or 7 – 3 We are working out the details

This would allow me to be at meetings, in my office and helping on the floor.

Bread person 6-2 - 40 hours could go to Elementary to serve or stay at High School for serving.

Meat Person 6-2 - 40 hours Stays and helps serve at the High School

Elementary cart packer. 6-2 This person would get the Elementary delivery ready, help with meal prep, then go to the Elementary to help serve when the carts go over. 40-hour position

Assistants to come in and help make bread, some of the meat dishes. Pack coolers for little schools. Help with serving breakfast while others are cooking. These could be part time positions.

Dishwasher – server 11-2

Elementary School

6:30- 2:30 Start breakfast, serve breakfast, dishes and start prepping vegetables and fruit, helps serve lunch and clean up. 40-hour position

7:45 - 1.45 Help serve breakfast, work with full time person 30 hours Help serve lunch and clean up

2 more to help with serving and dishwashing and scanning in meals. part time positions

Delivery driver - 9-2 Deliver meals, pick up coolers.

Fiscal Impact:*Immediate Budget Impact:*

- If all 16 employees take insurance the cost would range between \$162,648.52 - \$168,536.64.
- If 75% of the all 16 employees take insurance the cost would range between \$121,986.39 - \$126,402.48.

- Lunch fund range would be \$47,837.80 - \$49,569.60.
- If 75% of the lunch staff take insurance the range would be \$35,878.35 - \$37,177.20.

- SPED & General Fund range would be \$114,810.72 - \$118,967.04.
- If 75% of the SPED & General Ed. Para's take insurance the range would be \$86,108.04 - \$89,225.28.
 - SPED reimbursement would apply to 8 of the 12 para positions.
 - We spend approximately \$1,500 per para for training.

- Cash in lieu of insurance could be offered and range from \$100-\$150/month.

Alternative options:

- We could consider less full time employees to reduce costs.
- We could explore offering “affordable” insurance which would cost less than employee only insurance.
- We could increase the rate of pay substantially and not offer insurance. The drawback would be we would continue to be restricted to the 30 hour average week.

Line-Item Budget-Department: SPED, general budget and kitchen fund

Future/on-going: annual health insurance costs

Monitoring and Reporting Timeline:

Coordinator responsible for evaluating Goal and/or objective: Misty Bear, Dr. Mark Lenihan

Evaluation method and timeline: Para turn-over rate 2022-23

Next scheduled report to the Board of Education: Annually or at board request

 **AIA[®] Document B104[™] – 2017****Standard Abbreviated Form of Agreement Between Owner and Architect**

AGREEMENT made as of the Seventh day of February in the year Two Thousand Twenty-Two
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

Wayne Community Schools
611 West 7th Street
Wayne, NE 68787
Telephone Number: (402) 375-3150

and the Architect:
(Name, legal status, address and other information)

Carlson West Povondra Architects
5060 Dodge Street
Omaha, Nebraska 68132
Telephone Number: (402) 551-1500

for the following Project:
(Name, location and detailed description)

Wayne Community Schools - Elementary School HVAC
312 Douglas Street
Wayne, Nebraska 68787
CWP Project Number: 22114

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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TABLE OF ARTICLES

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12	SPECIAL TERMS AND CONDITIONS
13	SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth below:

(State below details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, and other information relevant to the Project.)

The project consists of the design and replacement of an existing RTU serving the locker rooms at the existing Elementary School facility. CWPA will utilize Morrissey Engineering as a consultant for Mechanical and Electrical Engineering, and CWPA will utilize InfraStructure for structural review of existing roof structure load capacity.

Scope includes design of the RTU replacement utilizing existing ductwork, including miscellaneous HVAC, Plumbing, Electrical, and Fire Alarm systems modifications as required to accommodate RTU replacement.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form. The parties will use AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, to establish the protocols for the development, use, transmission, and exchange of digital data.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model without agreement to protocols governing the use of, and reliance on, the information contained in the model and without having those protocols set forth in AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, and the requisite AIA Document G202™–2013, Project Building Information Modeling Protocol Form, shall be at the using or relying

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party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services set forth in this Agreement consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.2 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.8:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

.1 General Liability

\$1,000,000 for each occurrence and \$2,000,000 in the aggregate.

.2 Automobile Liability

\$1,000,000 per accident.

.3 Workers' Compensation

Statutory limits.

.4 Professional Liability

\$2,000,000 per claim and \$2,000,000 in the aggregate.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on (1) the accuracy and completeness of the services and information furnished by the Owner and (2) the Owner's approvals. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.2 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.3 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.2 The Architect shall discuss with the Owner the Owner's program, schedule, budget for the Cost of the Work, Project site, and alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the Project requirements.

§ 3.2.3 The Architect shall consider the relative value of alternative materials, building systems and equipment, together with other considerations based on program, aesthetics, and any sustainable objectives, in developing a design for the Project that is consistent with the Owner's schedule and budget for the Cost of the Work.

§ 3.2.4 Based on the Project requirements, the Architect shall prepare Design Documents for the Owner's approval consisting of drawings and other documents appropriate for the Project and the Architect shall prepare and submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.5 The Architect shall submit the Design Documents to the Owner, and request the Owner's approval.

§ 3.3 Construction Documents Phase Services

§ 3.3.1 Based on the Owner's approval of the Design Documents, the Architect shall prepare for the Owner's approval Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.4.4.

§ 3.3.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.3.3 The Architect shall submit the Construction Documents to the Owner, update the estimate for the Cost of the Work and advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.3.4 The Architect, following the Owner's approval of the Construction Documents and of the latest estimate of the Cost of the Work, shall assist the Owner in obtaining bids or proposals and awarding and preparing contracts for construction.

§ 3.4 Construction Phase Services

§ 3.4.1 General

§ 3.4.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A104™-2017, Standard Abbreviated Form of Agreement Between Owner and Contractor. If the Owner and Contractor modify AIA Document A104-2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 3.4.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's negligent acts or omissions, but shall not have control over or charge of and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.4.1.3 Subject to Section 4.2, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

§ 3.4.2 Evaluations of the Work

§ 3.4.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.2, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully

completed, will be in accordance with the Contract Documents. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.4.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents and has the authority to require inspection or testing of the Work.

§ 3.4.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.4.2.4 When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by both Owner and Contractor, shall not show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith.

§ 3.4.2.5 The Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

§ 3.4.3 Certificates for Payment to Contractor

§ 3.4.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.4.2 and on the data comprising the Contractor's Application for Payment, that, to the best of the Architect's knowledge, information and belief, the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified.

§ 3.4.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum.

§ 3.4.4 Submittals

§ 3.4.4.1 The Architect shall review and approve, or take other appropriate action, upon the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or any construction means, methods, techniques, sequences or procedures.

§ 3.4.4.2 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.4.4.3 The Architect shall review and respond to written requests for information about the Contract Documents. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness.

§ 3.4.5 Changes in the Work

The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's approval and execution in accordance with the Contract Documents.

§ 3.4.6 Project Completion

The Architect shall conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, the Work complies with the requirements of the Contract Documents.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services are not included in Basic Services but may be required for the Project. The Architect shall provide the Supplemental Services indicated below, and the Owner shall compensate the Architect as provided in Section 11.2. Supplemental Services may include programming, site evaluation and planning, environmental studies, civil engineering, landscape design, telecommunications/data, security, measured drawings of existing conditions, coordination of separate contractors or independent consultants, detailed cost estimates, on-site project representation beyond requirements of Section 4.2.2, value analysis, interior architectural design, tenant related services, preparation of record drawings, commissioning, sustainable project services, and any other services not otherwise included in this Agreement. *(Identify below the Supplemental Services that the Architect is required to provide and insert a description of each Supplemental Service, if not further described in an exhibit attached to this document.)*

§ 4.2 The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Upon recognizing the need to perform Additional Services, the Architect shall notify the Owner. The Architect shall not provide the Additional Services until the Architect receives the Owner's written authorization. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3.

§ 4.2.1 The Architect shall provide services necessitated by a change in the Initial Information, changes in previous instructions or approvals given by the Owner, or a material change in the Project including size; quality; complexity; the Owner's schedule or budget for Cost of the Work; or procurement or delivery method as an Additional Service.

§ 4.2.2 The Architect has included in Basic Services two (2) visits to the site by the Architect during construction. The Architect shall conduct site visits in excess of that amount as an Additional Service.

§ 4.2.3 The Architect shall, as an Additional Service, provide services made necessary by a Contractor's proposed change in the Work. The Architect shall prepare revisions to the Architect's Instruments of Service necessitated by Change Orders and Construction Change Directives as an Additional Service.

§ 4.2.4 If the services covered by this Agreement have not been completed within twelve (12) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services unless and until an amended schedule, scope of work and associated fees are executed between the Owner and Architect.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program which shall set forth the

Owner's objectives, schedule, constraints and criteria, including space requirements and relationships, flexibility, expandability, special equipment, systems and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project; a written legal description of the site; and services of geotechnical engineers or other consultants, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project.

§ 5.4 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.5 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests; tests for air and water pollution; and tests for hazardous materials.

§ 5.6 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.7 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.8 The Owner shall endeavor to communicate with the Contractor through the Architect about matters arising out of or relating to the Contract Documents.

§ 5.9 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.10 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding and price escalation; to determine what materials, equipment, component systems and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, construction procurement activities have not commenced within 90 days after the Architect submits the Construction Documents to the Owner the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's current budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise the Architect's services shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums when due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other, for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A104–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.6.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 Mediation, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.3 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

Arbitration pursuant to Section 8.3 of this Agreement

Litigation in a court of competent jurisdiction

Init.

/

[] Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

(Paragraphs deleted)

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, Reimbursable Expenses incurred, and all costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

To be negotiated

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

To be negotiated

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

Init.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A104–2017, Standard Abbreviated Form of Agreement Between Owner and Contractor.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates or consents, the proposed language of such certificates or consents shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. However, the Architect's materials shall not include information the Owner has identified in writing as confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(*Insert amount*)

Lump Sum Fee of Twenty One Thousand Three Hundred Dollars (\$21,300.00)

- .2 Percentage Basis
(*Insert percentage value*)

() % of the Owner's budget for the Cost of the Work including all bid Alternates and additive Change Orders (if any), as calculated in accordance with Section 11.6.

For the purpose of fee calculation, the value of deductive Bid Alternates are calculated as additive (positive) values to reflect the design effort associated with providing these potential cost saving options.

.3 Other
(Describe the method of compensation)

§ 11.2 For Supplemental Services identified in Section 4.1, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

Hourly in accordance with Section 11.7 unless otherwise negotiated.

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

Hourly in accordance with Section 11.7 unless otherwise negotiated.

§ 11.4 Compensation for Supplemental and Additional Services of the Architect’s consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus twenty-five percent (25%), or as follows:

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Design Phase	Forty	percent (40	%)
Construction Documents Phase	Forty-five	percent (45	%)
Construction Phase	Fifteen	percent (15	%)
Total Basic Compensation	one hundred	percent (100	%)

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner’s most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall be adjusted based on subsequent updates to the Owner’s budget for the Cost of the Work and actual construction costs.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.6.1.1 With respect to 11.6.1 and percentages identified in 11.5, the proportions of Work for Architect’s consultants are typically higher during design and lower during construction. Architect’s Consultants will be 95% complete with their Work at the conclusion of the Construction Documents Phase.

§ 11.7 The hourly billing rates for services of the Architect and the Architect’s consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect’s and Architect’s consultants’ normal review practices.
(If applicable, attach an exhibit of hourly billing rates or insert them below.)

Employee or Category	Rate
Principal/Partner	\$180
Project Manager	\$150
Architect/Interior Designer	\$125

Construction Administrator	\$125
Architectural, Interior Design, CA Staff	\$ 95
Clerical	\$ 75
Consultant	Per Section 11.4

§ 11.8 Compensation for Reimbursable Expenses

§ 11.8.1 Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect’s consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 Expense of overtime work requiring higher than regular rates if authorized in advance by the Owner;
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 Expense of professional liability insurance dedicated exclusively to this Project or the expense of additional insurance coverage or limits requested by the Owner in excess of that normally maintained by the Architect and the Architect’s consultants;
- .9 All taxes levied on professional services and on reimbursable expenses;
- .10 Site office expenses; and
- .11 Other similar Project-related expenditures.

§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect’s consultants plus ten percent (10 %) of the expenses incurred.

§ 11.9 Payments to the Architect

§ 11.9.1 Initial Payment

An initial payment of zero dollars (\$ 0.00) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner’s account in the final invoice.

§ 11.9.2 Progress Payments

§ 11.9.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect’s invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

1.0 % monthly

§ 11.9.2.2 The Owner shall not withhold amounts from the Architect’s compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.9.2.3 Records of Reimbursable Expenses, expenses pertaining to Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

§ 12.1 Special Consultant services not included in this Agreement include, but are not limited to:

- .1 Hazardous materials investigation, identification and/or removal/abatement
- .2 Systems Commissioning

.3 Life-cycle Cost Analysis

§ 12.2 It is understood that this Agreement does not include handling of asbestos or any hazardous waste material, and the Owner agrees to indemnify the Architect for all claims, Lawsuits, expenses of any kind including the Architect's time, or damages arising from or related to the handling, treatment, storage or disposal of asbestos, asbestos products, or any hazardous waste materials. Nothing in this Agreement shall impose liability of any kind on the Architect for any matter related to, the exposure to, or the handling, manufacture, or disposal of asbestos, asbestos products, or hazardous waste in any of its various forms, as defined by the Environmental Protection Agency.

§ 12.3 Field verification/documentation of the existing building layout and systems (civil, architectural, structural, mechanical, electrical, life safety, etc.) outside of those clearly documented on existing plans made available to the Architect by the Owner will be considered an Additional Service.

§ 12.3 The Architect shall not be responsible for damages or costs resulting from hidden conditions in existing facilities.

§ 12.4 If a required component of the Project is omitted by Architect from construction documents, Architect shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. Owner agrees that Architect will not be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

§ 12.5 **Limitation of Liability.** The Owner agrees that, to the fullest extent permitted by law, CWPA's total aggregate liability to the Owner for injuries, claims, losses, damages, fees or expenses arising out of work under this agreement from any cause or combination of causes, shall be, in total amount limited to the fees paid under this Agreement, or \$15,000, whichever is greater.

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

- .1 AIA Document B104™–2017, Standard Abbreviated Form of Agreement Between Owner and Architect
- .2 AIA Document E203™–2013, Building Information Modeling and Digital Data Exhibit, dated as indicated below:
(Insert the date of the E203–2013 incorporated into this agreement.)

N/A
- .3 Exhibits:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits identified in Section 4.1.)
- .4 Other documents:
(List other documents, if any, including additional scopes of service forming part of the Agreement.)

This Agreement entered into as of the day and year first written above.

OWNER *(Signature)*

| Dr. Mark Lenihan; Superintendent
(Printed name and title)

ARCHITECT *(Signature)*

Robert Soukup, AIA; Principal
(Printed name, title, and license number, if required)



Init.

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Additions and Deletions Report for AIA[®] Document B104[™] – 2017

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 21:55:04 CT on 02/07/2022.

PAGE 1

AGREEMENT made as of the Seventh day of February in the year Two Thousand Twenty-Two

...

Wayne Community Schools
611 West 7th Street
Wayne, NE 68787
Telephone Number: (402) 375-3150

...

Carlson West Povondra Architects
5060 Dodge Street
Omaha, Nebraska 68132
Telephone Number: (402) 551-1500

...

Wayne Community Schools - Elementary School HVAC
312 Douglas Street
Wayne, Nebraska 68787
CWP Project Number: 22114

PAGE 2

The project consists of the design and replacement of an existing RTU serving the locker rooms at the existing Elementary School facility. CWPA will utilize Morrissey Engineering as a consultant for Mechanical and Electrical Engineering, and CWPA will utilize InfraStructure for structural review of existing roof structure load capacity.

Scope includes design of the RTU replacement utilizing existing ductwork, including miscellaneous HVAC, Plumbing, Electrical, and Fire Alarm systems modifications as required to accommodate RTU replacement.

PAGE 3

\$1,000,000 for each occurrence and \$2,000,000 in the aggregate.

...

\$1,000,000 per accident.

...

Statutory limits.

...

\$2,000,000 per claim and \$2,000,000 in the aggregate.

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§ 4.2.2 The Architect has included in Basic Services two (2) visits to the site by the Architect during construction. The Architect shall conduct site visits in excess of that amount as an Additional Service.

...

§ 4.2.4 If the services covered by this Agreement have not been completed within twelve (12) months of the date of this Agreement, through no fault of the Architect, extension of the Architect’s services beyond that time shall be compensated as Additional Services. Services unless and until an amended schedule, scope of work and associated fees are executed between the Owner and Architect.

PAGE 9

Litigation in a court of competent jurisdiction

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§ 8.3 Arbitration

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of the Agreement.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.4 Consolidation or Joinder

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

...

To be negotiated

...

To be negotiated

PAGE 11

Lump Sum Fee of Twenty One Thousand Three Hundred Dollars (\$21,300.00)

...

()% of the Owner's budget for the Cost of the ~~Work~~, Work including all bid Alternates and additive Change Orders (if any), as calculated in accordance with Section 11.6.

For the purpose of fee calculation, the value of deductive Bid Alternates are calculated as additive (positive) values to reflect the design effort associated with providing these potential cost saving options.

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Hourly in accordance with Section 11.7 unless otherwise negotiated.

...

Hourly in accordance with Section 11.7 unless otherwise negotiated.

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus twenty-five percent (~~25~~%), or as follows:

...

Design Phase	<u>Forty</u>	percent (<u>40</u>)
Construction Documents Phase	<u>Forty-five</u>	percent (<u>45</u>)
Construction Phase	<u>Fifteen</u>	percent (<u>15</u>)

...

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall ~~not~~ be adjusted based on subsequent updates to the Owner's budget for the Cost of the ~~Work~~, Work and actual construction costs.

...

§ 11.6.1.1 With respect to 11.6.1 and percentages identified in 11.5, the proportions of Work for Architect's consultants are typically higher during design and lower during construction. Architect's Consultants will be 95% complete with their Work at the conclusion of the Construction Documents Phase.

...

<u>Principal/Partner</u>	<u>\$180</u>
<u>Project Manager</u>	<u>\$150</u>

<u>Architect/Interior Designer</u>	<u>\$125</u>
<u>Construction Administrator</u>	<u>\$125</u>
<u>Architectural, Interior Design, CA Staff</u>	<u>\$ 95</u>
<u>Clerical</u>	<u>\$ 75</u>
<u>Consultant</u>	<u>Per Section 11.4</u>

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§ 11.8.2 For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent (10 %) of the expenses incurred.

...

An initial payment of zero dollars (\$ 0.00.) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

...

§ 11.9.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

...

1.0 % monthly

...

§ 12.1 Special Consultant services not included in this Agreement include, but are not limited to:

- .1 Hazardous materials investigation, identification and/or removal/abatement
- .2 Systems Commissioning
- .3 Life-cycle Cost Analysis

§ 12.2 It is understood that this Agreement does not include handling of asbestos or any hazardous waste material, and the Owner agrees to indemnify the Architect for all claims, Lawsuits, expenses of any kind including the Architect's time, or damages arising from or related to the handling, treatment, storage or disposal of asbestos, asbestos products, or any hazardous waste materials. Nothing in this Agreement shall impose liability of any kind on the Architect for any matter related to, the exposure to, or the handling, manufacture, or disposal of asbestos, asbestos products, or hazardous waste in any of its various forms, as defined by the Environmental Protection Agency.

§ 12.3 Field verification/documentation of the existing building layout and systems (civil, architectural, structural, mechanical, electrical, life safety, etc.) outside of those clearly documented on existing plans made available to the Architect by the Owner will be considered an Additional Service.

§ 12.3 The Architect shall not be responsible for damages or costs resulting from hidden conditions in existing facilities.

§ 12.4 If a required component of the Project is omitted by Architect from construction documents, Architect shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. Owner agrees that Architect will not be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

§ 12.5 Limitation of Liability. The Owner agrees that, to the fullest extent permitted by law, CWPA's total aggregate liability to the Owner for injuries, claims, losses, damages, fees or expenses arising out of work under this agreement from any cause or combination of causes, shall be, in total amount limited to the fees paid under this Agreement, or \$15,000, whichever is greater.

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N/A

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Dr. Mark Lenihan; Superintendent

Robert Soukup, AIA; Principal



Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Bob Soukup, AIA, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 21:55:04 CT on 02/07/2022 under Order No. 2114250126 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B104™ – 2017, Standard Abbreviated Form of Agreement Between Owner and Architect, as published by the AIA in its software, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)

WAYNE COMMUNITY SCHOOLS



EARLY LEARNING CENTER

Learning for Life

Parent Handbook

2022-23

**Sunnyview Place Business Park
803 Providence Road
Wayne, NE 68787
402-833-1450**

Director - Misty Bear
mibear1@waynebluedevils.org

Welcome

We would like to take this opportunity to welcome you to Wayne Community Schools Early Learning Center!

This handbook contains policies and procedures adopted by the Wayne Community School Board. The ELC follows these policies and procedures in order to create a positive school culture where all students feel welcome and can learn.

General Information

Classroom teacher - Gwen Frideres, MA

Classroom Paraprofessional - Mandi Fernau

School Nurse - Abby Wragge

ELC Director - Misty Beair, EdS

Building Hours: 7:45 AM - 4:00 PM

4 Year Old Preschool 7:45-2:00 Mon/Wed and 7:45-11:45 on Fri

3 Year Old Preschool 7:45-2:00 Tues/Thurs

Staff will be at the center earlier preparing for daily activities. However, children are not allowed to be left at the ELC and doors are not unlocked until 7:45 AM. Please note that the doors are locked each day for the safety of your children.

Calendar

The Early Learning Center will generally follow the K-12 school calendar. A copy of the ELC calendar will be provided to all families. Updated information will be shared in the preschool newsletter and through the Remind App.

Transportation

We encourage families to work together to carpool whenever possible. The City of Wayne offers transportation at the cost of \$1.50 each way (402)375-1460. Applications must be completed at the Senior Center with Diane Bertrand by August 1st. The City of Wayne transportation has a limit of five passengers.

Pick up and drop off Procedure

Parents are asked to fill out the sign in sheet daily so that we know who dropped off your child, and who will be picking them up. A staff member will greet you at the door. We do this one parent/child at a time to allow for privacy to visit with you about your child. The same procedure is followed at the end of the day with the classroom teacher. If there is a court order involving your child and who he/she can or can not be released to, we must have a copy on file in order to enforce it.

Contact Information

It is imperative that contact information be kept current. Please visit with anyone on our staff if your address, phone number, local emergency contact information, and/or permission to sign out child information changes. Phone numbers given must have mailboxes set up with the capability to leave a message. We can not sign students out to people who are not authorized to do so by the parents/guardians.

Parent Orientation/Conferences

The preschool teacher will contact families beginning in August for an initial orientation visit. This visit is required by NDE for enrollment, the purpose of the visit is to have your child meet the teacher, to establish a relationship between the family and the teacher, to review preschool guidelines, and to complete all necessary paperwork. An additional visit or conference will be made in the fall, and again during the second semester if needed.

Curriculum

The Wayne Community Schools Early Learning Center incorporates the Creative Curriculum for students. The Creative Curriculum is a research based system that combines curriculum, assessment, professional development and family connection resources. The curriculum is based on five fundamental principles:

- Positive interactions and relationships with adults provide a critical foundation for successful learning.
- Social-emotional competence is a significant factor in school success.
- Constructive, purposeful play supports essential learning.
- The physical environment affects the type and quality of learning interactions.
- Teacher-family partnerships promote development and learning.

The Creative Curriculum is researched based on 38 objectives for development and learning. The curriculum helps guide teachers to determine the developmental progress of each child and plan appropriate learning experiences. The 38 objectives fall under the following categories:

- Social Emotional
- Physical
- Language
- Cognitive
- Literacy
- Mathematics
- Science and Technology
- Social Studies
- The Arts

Students are assessed throughout the year using ASQ-3, informal observations, and TS Gold.

Breakfast, Lunch, and Snack

Breakfast will be available from 8:00-8:30 each morning and lunch will be offered each day from 11:30-12:00, except Friday. Meals are considered to be a part of the instructional time because children are engaging with each other, socializing, using vocabulary taught in the classrooms, interacting, and learning expected lunchtime behaviors and healthy food choices. Children are allowed to bring a sack breakfast and/or lunch, but we highly encourage them to take advantage of the school lunch program, which meets the USDA Child Nutrition Program guidelines.

We ask that families who have a child with food allergies students fill out a form as provided through our lunch program. Students are required to try something at each meal. If you are providing lunch for your child, we request that it is nutritious and contains at least 2 items from the 5 food groups, and does not include candy. We follow the wellness policy as provided on the district website.

A healthy snack will be provided every Friday, and anytime there is a 3 hour or longer break between meals.

Special Occasions

The Early Learning Center will celebrate the four following holidays: Halloween, Thanksgiving, Christmas, and Valentine's Day. If you would prefer your child to not participate in the celebration, please visit with your classroom teacher. *****Please note, other holidays, customs, and traditions will be discussed throughout the school year to expose our children to a variety of cultures.***

We look forward to celebrating your child's birthday or half birthday at school. If you choose to provide treats for your child's birthday or a special occasion they need to be pre-packaged and/or non-edible due to Wellness Committee Guidelines. Parents will be notified when field trips are scheduled.

Enrollment Requirements

A child entering preschool must furnish a certified birth certificate to validate his/her age and Immunization records, prior to starting school. **Nebraska State law dictates immunization records must be presented prior to enrollment or the student cannot be enrolled.**

Summary of the School Immunization Rules and Regulations 2022-23

Student Age Group	Required Vaccines
Ages 3-5 years enrolled in a school based program not licensed as a child care provider	4 doses of DTaP, DTP, or DT vaccine 3 doses of Polio vaccine 3 doses of Hib vaccine or 1 dose of Hib given at or after 15 months of

	<p>age.</p> <p>*Hib not required after child reaches 5 years of age</p> <p>3 doses of pediatric Hepatitis B vaccine</p> <p>1 dose of MMR or MMRV given on or after 12 months of age</p> <p>1 dose of varicella (chickenpox) or MMRV given on or after 12 months of age, written documentation (including year) of varicella disease from parent, guardian, or health care provider will be accepted</p> <p>4 doses of pneumococcal or 1 dose of pneumococcal given after 15 months of age</p> <p>*Pneumococcal is not required after a child reaches 5 years of age.</p>
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Medications

Please try to give all medications at home. If your child’s condition requires a staff member to give the medications or treatment, you must bring the medication in the original container from the pharmacy or doctor’s office. You must also sign a medication form and fill out the top part of the daily information sheet with medication name, how much and time to be given. The container must be clearly marked with the child’s name, date, name of medication, doctor, and frequency and amount to be given. Parents/guardians must fill out a signed permission form before medication will be dispensed. **Medication must be prescribed for that child or the medication will not be given.**

Health Screenings

The school nurse will make one visit to the preschool per year. During the visit your child will be weighed and measured, vision will be screened, immunization records will be checked and a visual exam of their teeth will be performed. Hearing screenings will also be completed by an audiologist. If there are any concerns in these areas, parents/guardians will receive a note from the nurse/audiologist.

Potty Training

Preschool students enrolled at the Early Learning Center 3 yr program that are not completely potty trained must understand the concept of using the bathroom with independence. It is expected that your child is able to let the teacher know if they need to use the restroom and understand if they are wet or dry. This is a requirement due to the multiple step procedure that is required of the staff at the Early Learning Center, who are evaluated using the ECERS model.

Preschool students enrolled in the 4 yr program must be completely potty trained.

Preschool students that have a developmental delay or a verified medical condition are exempt from this requirement and may attend in diapers/pull-ups per a doctor's orders or IEP team decision.

Early Learning Center staff are with the children during the bathroom routine and are available to help with clothing, with accidents, and will assist a child that may need help..

Sick Policy

Children with the following conditions should not be sent to school:

- Vomiting (24 hours/1 entire day prior to the starting time of school)
- Diarrhea (24 hours/1 entire day prior to the starting time of school)
- Fever - Temp of 100 degrees or higher (must be fever free for 24 hours prior to the starting time of school).
- Rash with fever or behavior change - until a physician determines the illness not to be communicable
- Streptococcal Pharyngitis (strep throat) - 24 hours after treatment was begun and 24 hours fever free
- Chicken Pox - 6 days after onset of rash or when all lesions have dried and crusted
- Hand Foot Mouth Disease - 24 hours fever free and mouth sores/open blisters have healed
- Influenza - 24 hours all symptoms free
- Contagious Conditions such as rashes (examples: ringworm, staph infections, conjunctivitis (pink eye), impetigo, head lice, etc). - 24 hours after treatment has begun..
- COVID - Please call school nurse at (402)375-3854 for current protocols

***We want to keep illness to a minimum, and understand that it can throw off schedules when children are sick. Our policy is that a child must be fever free for 24 hours before returning to the ELC. Please do not administer a fever-suppressant prior to bringing your child to school. Signs of possible illness include unusual lethargy, irritability, persistent crying and difficulty breathing.*

***Please do not send your child to the ELC if he/she is unable to go outside with the group due to illness. All staff and volunteers must remain with the large group of children. There is not enough staff to stay inside with a sick child.*

Attendance and Absences

In order for your child to have the most successful preschool experience, we expect regular attendance. If your child will not be in attendance because of an illness, injury, or unexpected event, please contact the school as soon as possible via phone (402) 833-1450, email (gwfride1@waynebluedevils.org), or the Remind app.

Termination of Enrollment

Excessive, unexcused absenteeism may result in the termination of your child's enrollment. Termination of enrollment may also occur for non-payment, excessively late pick-ups, and/or failure to comply with health policies.

Emergencies and Safety Drills

If an accident occurs while your child is in our care, and your child requires immediate attention, the proper authorities will be called, first aid and/or CPR will be started, and you will be notified. If the accident or injury is minor, first aid will be administered and you will be notified. An accident report will be filled out and sent home. Our schools safety plan including fire drills, tornado drills, and lock down drills will be performed in accordance with District and State policy.

Severe Weather Announcements

In case of severe weather, Wayne Community Schools closing information and late starts will be announced through our automated telephone system. The same closing and late start information will also be announced on local radio and television. The administration attempts to monitor all severe weather situations. Please check our facebook page for the most accurate information on the Early Learning Center. **If you feel it is necessary to keep your child at home, during such time, please contact the office staff (402-833-1450).**

Drug-Free Schools

School property is considered a drug free zone. This includes smoking/vaping on school property, this includes dropping off/picking up your child at the ELC.

The District implements regulations and practices which will ensure compliance with the Federal Drug-Free Schools and Communities Act. The District's safe and drug-free schools program is established in accordance with principles of effectiveness as required by law to respond to such harmful effects.

Mandatory Reporting

The Wayne ELC staff takes protecting your child(ren) very seriously. We have been trained to recognize the signs of child abuse/neglect and must report any suspected abuse to authorities.

The Family Help-Line (trained counselors available to help you and/or your family 24/7) - 1-888-866-8660. If you do not have a "24/7" person you can call for help, we encourage you to use this number.

Child Abuse and Neglect Hotline - 1-800-652-1999

Behavior Guidelines/Discipline Policy

Positive and supportive discipline is promoted at the ELC. Students are encouraged to learn self-advocacy skills, how to work together, and independence. A quiet place is available for students who may need to stop and think about their actions, or for students who just need some quiet time away from the large group for the safety of themselves and others. Positive self-discipline is supported through discussion, character education, and modeling. If a concern arises, parents will be notified the same day.

Photographs and Publicity

Photographs of your child participating in our program may be taken from time to time for classroom use including TS Gold (assessment system). Some photographs may appear in newspapers, brochures, or other publicity materials, including our webpage and facebook page. There is no compensation given for use of these pictures. A permission slip will be shared prior to enrollment. Sign and return if you do NOT give permission for your child's picture/work to be shared.

Supplies for School - Early Learning Center

- Please send a large backpack to school with your child.
- 1 box of Kleenex
- 2 containers of Clorox wipes
- 6 packages of Baby wipes
- 2 packages of flushable wipes
- 2 cans of Lysol spray
- Baggies (any size box (snack size, quart, gallon, etc.))
- 3 rolls of paper towels
- Large backpack
- An extra set of clothes (socks, underwear, pants, shirt, sweatshirt or sweater) to school in case of an emergency.
- Tennis Shoes/sneakers should be worn to preschool because children will be active throughout the day. All clothing is kept in your child's cubby and will be sent home as the seasons change. Please send an extra hat and set of mittens that can be kept at school during the winter months.

**All other supplies will be provided by the school

APPENDIX A - State and Federal Programs

Notice of Nondiscrimination:

Students, parents, employees, volunteers, school patrons, applicants for student admission or employment, sources of referral of applicants for admission and employment, professional organizations holding collective bargaining or professional agreements with Wayne Community Schools, and all others who interact with Wayne Community Schools are hereby notified that the Wayne Community Schools does not discriminate on the basis of race, color, national origin, gender, age, marital status, religion, or disability in the admission, access to its facilities or programs, treatment, or employment in its programs or activities.

Nondiscrimination Statement

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at:

http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(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

This institution is an equal opportunity provider.

Designation of Coordinator(s):

Any person having inquiries concerning this district's compliance with anti-discrimination laws or policies or other programs should contact or notify the following person(s) who are designated as the coordinator for such laws, policies or programs. The contact address for the coordinator is: Wayne Community Schools, 611 West 7th Street, Wayne, NE 68787, (402) 375-3150.

Law, Policy or Program	Issue or Concern	Coordinator
Title VI	Discrimination or harassment based on race, color, or national origin; harassment	R. Plager, Elementary Principal
Title IX	Discrimination or harassment based on gender equity	M. Bear, Special Education Director
Section 504 of the Rehabilitation Act and the Americans with Disability Act (ADA)	Discrimination, harassment or reasonable accommodations of persons with disabilities	M. Bear, Special Education Director
Homeless student laws	Children who are homeless	M. Bear, Special Education Director
Safe and Drug Free Schools and Communities	Safe and drug free schools	R. Plager, Elementary Principal

Grievance Procedure

Employees or students should initially report all instances of discrimination, harassment or retaliation to their immediate supervisor or teacher or to the compliance coordinator designated to handle complaints of discrimination. If the employee or student is uncomfortable in presenting the problem to the supervisor or teacher, or if the supervisor or teacher is the problem, the employee or student may report the alleged discrimination, harassment or retaliation (“discrimination”) to the Superintendent, or in the case of students, to the guidance counselor or principal. [See board policy 5401](#) for full policy.

Sexual Harassment and Discrimination

The Wayne Community School District is committed to offering employment and educational opportunity to its employees and students in a climate free of discrimination. Accordingly, unlawful discrimination, harassment and retaliation of any kind by District employees, including, co-workers, non-employees (such as volunteers), third parties, and others is strictly prohibited and will not be tolerated. Harassment is a form of discrimination and includes verbal, non-verbal, written, graphic, or physical conduct relating to a person's race, color, national origin, religion, disability, age, sex, or other protected category, that is sufficiently serious to deny, interfere with, or limit a person's ability to participate in or benefit from an educational or work program or activity. [See Board Policy 5401](#) for full policy.

PUBLIC NOTICE
Notification of Rights under FERPA for
Elementary and Secondary Institutions

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. They are:

(1) The right to inspect and review the student’s education records within 45 days of the day the District receives a request for access.

Parents or eligible students should submit to the school principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

(2) The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate or misleading.

Parents or eligible students may ask *Wayne School District* to amend a record that they believe is inaccurate or misleading. They should write to the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.

If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception which permits disclosure without consent is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

(Optional) Upon request, the District discloses education records without consent to officials of another school district in which a student seeks or intends to enroll. (NOTE: FERPA requires a school district to make a reasonable attempt to notify the student of the records request unless it states in its annual notification that it intends to forward records on request.)

(4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
600 Independence Avenue, SW
Washington, DC 20202-4605

HIPAA (Health Insurance Portability and Accountability Act, 1996)

Parents must give written consent to the health care provider before information can be released to the school.

Public Notification for Eliminating Discrimination And Denial of Services in Vocational Education Programs

“No person who falls under the jurisdiction of the Wayne School District shall on the basis of race, color, national origin, sex, or handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity which is part of the Wayne School District program offerings.”

Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents and students who are 18 or emancipated minors (“eligible students”) certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protection areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED) –
 1. Political affiliations or beliefs of the student or student’s parent;
 2. Mental or psychological problems of the student or student’s family;
 3. Sex behavior or attitudes;
 4. Illegal, anti-social, self-incriminating, or demeaning behavior;
 5. Critical appraisals of others with whom respondents have close family relationships;
 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
 7. Religious practices, affiliations, or beliefs of the student or parents; or
 8. Income, other than as required by law to determine program eligibility.

- *Receive notice and an opportunity to opt a student out of –*
 1. Any other protected information survey, regardless of funding;
 2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
 3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- *Inspect*, upon request and before administration or use –
 1. Protected information surveys of students;
 2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
 3. Instructional material used as part of the educational curriculum.

Parents/eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605

Harassment and Bullying Program

Purpose: All students have the right to attend Wayne Community Schools free from verbal and physical harassment and bullying. The purpose of the Harassment and Bullying Program is to protect students and staff from those who fail or refuse to comply with school guidelines regarding the treatment of others. Refer to the code of conduct for disciplinary action.

Appendix B - FORMS TO BE RETURNED

Photographs and Publicity Form

The preschool staff at the Early Learning Center and sometimes the Wayne Community Schools District staff or students, take pictures or video of the preschool students and/or their projects and work. During the current school year, your child's image/photograph or work may be included in a classroom or school project that could be used in one or more of the following ways:

- Used as a demonstration project/activity in education workshops/classes/conferences.
- Posted on the school's web pages, facebook pages, or twitter.
- Used in a printed publication such as a newspaper or magazine.

While your child's name may accompany the photo, no last name or address will be included with your child's picture when publishing on the web.

Other children's parents are asked not to take pictures of another child at preschool, without permission from their parent/guardian. On occasion, the preschool staff may videotape students in the classroom, to use to improve teaching and/or for parent teacher conferences. The videos will never be used or seen outside of the classroom, without written notice and permission.

Please initial in the space provided ONLY if you do not give permission for the following items (Not returning these forms gives permission for both listed items):

___ I do not give permission for my child's picture and/or work to be posted to the school's web page, Facebook, and/or Twitter page.

___ I do not give permission for my child's picture and/or work to be printed in publications such as newspapers and/or magazines.

Parent Guardian Signature _____

Childs Name _____

Date _____



Learning for Life

Sliding Fee Scale 2022-23

1. Who can qualify for free/reduced preschool costs?
 - a. All children in households who qualify for free/reduced lunch.
 - b. Foster children that are under the legal responsibility of a foster care agency or court.
 - c. Children who meet the definition of homeless, migrant, or ward of the state.

2. Do I need to fill out both the Free/Reduced Lunch application and provide a copy of my tax return information or pay stub?
 - a. If you qualify for free/reduced lunches you will qualify for free (lowest pay) preschool. If you do not qualify, we would suggest that you fill out the application as the preschool pay guidelines are higher than the free/reduced lunch guidelines.

3. What if my income changes? Can I apply again?
 - a. You can apply any time your income changes.

4. What if I disagree with the school's decision?
 - a. Please visit with the ELC Director, Misty Beair, 402-833-1450. You can also call Dr. Mark Lenihan, Superintendent, at 402-375-3150.

5. May I apply if someone in my household is not a US Citizen?
 - a. Yes. You, your children, or other household members do not have to be US Citizens to qualify for our sliding fee scale.

6. What if I need assistance in paying the portion of the preschool bill I am responsible for?
 - a. Please visit with ELC Director, Misty Beair, 402-833-1450 or mibeair1@waynebluedevils.org Scholarship money may be available and we also allow in-kind payments through volunteer work at the preschool.

The Early Learning Center offers a sliding fee, income based scale for families.

4 Year-Old Program

Full Pay: \$875 per semester
 Reduced Pay: \$437.50 per semester
 Lowest Pay: No cost

3 Year-Old Program

Full Pay: \$725 per semester
 Reduced Pay: \$362.50 per semester
 Lowest Pay: No cost

Payment Schedule: Please see attached sliding fee scale. To qualify for reduced or lowest pay, a copy of your current tax return form or pay stub(s) is required. Payment for preschool tuition is to be prepaid according to the schedule chosen, to be paid at the Early Learning Center. Tuition is calculated by the number of days in session and divided by the number of payments. You will receive a letter with due dates and amount due once you have chosen your payment schedule. Lack of payment may result in your student being removed from the program.

# of payments	Schedule	Full pay (4 yr)	Reduced pay (4 yr)	Full pay (3 yr)	Reduced pay (3 yr)
1	Annual (August 24/25)	\$1750	\$875	\$1450	\$725
2	Semester (August 24/25 and January 9/10)	\$875	\$437.50	\$725	\$362.50
4	Quarterly (August 24/25, October 24/25, January 9/10, and March 13/14)	\$437.50	\$218.75	\$362.50	\$181.25
8	Monthly (First school day of each month August-May)	\$218.75	\$109.37	\$181.25	\$90.62

Payment Schedule Options: ***A contract will be signed prior to the student's first day of preschool selecting payment schedule choice. You can amend your choice during the school year if circumstances change.*

Children in School

List names of all children, including foster children. (First, Middle Initial, Last)	Check box if Foster child/Homeless or Migrant/State Ward	Date of Birth	Grade

Total Household Size: Include everyone in the household: _____

Income:

1. Include a copy of paystub(s) of each person in the home who has a recordable income.
 - a: How often is pay received? _____
- or
2. Include a copy of tax return for each person in the home who has a recordable income.

Early Learning Center Sliding Fee Scale

Household Size	Yearly - Free	Yearly- Reduced	Yearly - Full Pay
2	up to \$50,600	up to \$58,600	Over \$58,600
3	up to \$58,600	up to \$66,600	Over \$66,600
4	up to \$66,600	up to \$74,600	Over \$74,600
5	up to \$74,600	up to \$82,600	Over \$82,600
6	up to \$82,600	up to \$90,600	Over \$90,600
7	up to \$90,600	up to \$98,600	Over \$98,600
8	up to \$98,600	up to \$106,600	Over \$106,600

Signature: _____ Print Name: _____

Address: _____ Phone Number: _____

Email Address: _____ Date: _____

Please send a copy of your most recent tax return or pay stub along with this form

Digital Equity Survey

Student Name: _____ **Grade:** _____

Question:		Internet in Residence
Is there internet access in the residence?		Yes-Internet Access in Residence
		No-Not Available
		No-Not Affordable
		No-Other
Question:		Internet Access
What is the primary type of internet service used at the residence?		Residential Broadband (DSL, Cable)
		Cellular Network
		School Provided Hot Spot
		Satellite
		Dial-Up
		Other
		None
		Community Provided WiFi
	Unknown	
Question:		Internet Performance
Can the student stream videos without interruption?		Yes-No Issues
		Yes-But Not Consistent
		No
Question:		Device Access
Is the primary learning device a personal device or school-provided?		Personal-Dedicated (one person per machine)
		Personal-Shared (sharing among others in the household)
		School Provided-Dedicated
		School Provided-Shared
		None
Question:		Device Type
What device does this student most often use to complete online learning at home?		Desktop
		Tablet
		Chromebook
		Smartphone
		Other
		None
	Laptop	

****Required Form**

I have received a received and reviewed a copy of the 2022-23 ELC handbook:

Signature

Date

Student Name(s) enrolled at ELC





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Proposal #008318350

Prepared For

Wayne Cmty School District 17

Attention:

Russ Plager

ruplage1@waynebluedevils.org

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Prepared By

Jackie Griffith

jackie.griffith@hnhco.com

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ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Grade K						
Student Digital Licenses						
1789388	9780358398677 Into Math Student License Digital 5 Year Grades K-5	\$80.00	68	\$5,440.00	\$1,088.00	\$4,352.00
	Includes: Digital Student Resources 5 Year Digital Grade K-5 Implementation Success					
Total for Student Digital Licenses		\$4,352.00				
Teacher Digital Licenses						
1808534	9780358555780 Into Math Teacher License Digital 5 Year Grades K-5	\$375.00	4	\$1,500.00	\$1,500.00	
	Includes: Into Math Digital Teacher Resources 5 Year Grades K-5 Access to Teacher's Corner					
Total for Teacher Digital Licenses		\$0.00				
A la Carte Items Available for Purchase						
Teacher Materials						
1756071	9780358153801 Into Math Teacher Bookcase Grade K	\$197.10	4	\$788.40	\$157.68	\$630.72
	Includes: Teacher Edition Collection Grade K Planning and Pacing Guide Grade K Assessment Guide BLM Grade K Professional Learning Cards Grade K-2 Getting Ready for High Stakes Assessments Grade K					
1756077	9780358153863 Into Math Differentiation Center Grade K	\$208.15	4	\$832.60	\$166.52	\$666.08
	Includes: Differentiated Instruction BLM Grade K Teacher Tabletop Flipchart Grade K Unit Project Cards Grade K Game and Activity Cards Grade K Math Reader Collection K Grade K					
1753191	9780358124108 Into Math Essential Manipulatives Kit Grade K	\$179.10	4	\$716.40	\$143.28	\$573.12
Student Materials						
1814925	9780358608776 2020 Into Math Student Edition Collection with Practice and Homework Journal Set 5 Year Print Grade K	\$45.00	68	\$3,060.00	\$612.00	\$2,448.00
Total for A la Carte Items Available for Purchase		\$4,317.92				
Total for Grade K		\$8,669.92				
Grade 1						
Student Digital Licenses						
1789388	9780358398677 Into Math Student License Digital 5 Year Grades K-5	\$80.00	75	\$6,000.00	\$1,200.00	\$4,800.00
	Includes: Digital Student Resources 5 Year Digital Grade K-5 Implementation Success					
Total for Student Digital Licenses		\$4,800.00				
Teacher Digital Licenses						
1808534	9780358555780 Into Math Teacher License Digital 5 Year Grades K-5	\$375.00	4	\$1,500.00	\$1,500.00	
	Includes: Into Math Digital Teacher Resources 5 Year Grades K-5 Access to Teacher's Corner					
Total for Teacher Digital Licenses		\$0.00				
A la Carte Items Available for Purchase						
Teacher Materials						
1756072	9780358153818 Into Math Teacher Bookcase Grade 1	\$197.10	4	\$788.40	\$157.68	\$630.72
	Includes: Teacher Edition Collection Grade 1 Planning and Pacing Guide Grade 1 Assessment Guide BLM Grade 1 Professional Learning Cards Grade K-2					

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ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
1756078	Getting Ready for High Stakes Assessments Grade 1 9780358153870 Into Math Differentiation Center Grade 1 Includes: Differentiated Instruction BLM Grade 1 Teacher Tabletop Flipchart Grade 1 Unit Project Cards Grade 1 Game and Activity Cards Grade 1 Math Reader Collection 1 Grade 1	\$208.15	4	\$832.60	\$166.52	\$666.08
1753288	9780358133018 Into Math Essential Manipulatives Kit Grade 1	\$179.10	4	\$716.40	\$143.28	\$573.12
Student Materials						
1814926	9780358608783 2020 Into Math Student Edition Collection with Practice and Homework Journal Set 5 Year Print Grade 1	\$45.00	75	\$3,375.00	\$675.00	\$2,700.00
Total for A la Carte Items Available for Purchase				\$4,569.92		

Total for Grade 1**\$9,369.92****Grade 2****Student Digital Licenses**

1789388	9780358398677 Into Math Student License Digital 5 Year Grades K-5 Includes: Digital Student Resources 5 Year Digital Grade K-5 Implementation Success	\$80.00	72	\$5,760.00	\$1,152.00	\$4,608.00
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Total for Student Digital Licenses**\$4,608.00****Teacher Digital Licenses**

1808534	9780358555780 Into Math Teacher License Digital 5 Year Grades K-5 Includes: Into Math Digital Teacher Resources 5 Year Grades K-5 Access to Teacher's Corner	\$375.00	4	\$1,500.00	\$1,500.00	
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Total for Teacher Digital Licenses**\$0.00****A la Carte Items Available for Purchase****Teacher Materials**

1756073	9780358153825 Into Math Teacher Bookcase Grade 2 Includes: Teacher Edition Collection Grade 2 Planning and Pacing Guide Grade 2 Assessment Guide BLM Grade 2 Professional Learning Cards Grade K-2 Getting Ready for High Stakes Assessments Grade 2	\$197.10	4	\$788.40	\$157.68	\$630.72
1756079	9780358153887 Into Math Differentiation Center Grade 2 Includes: Differentiated Instruction BLM Grade 2 Teacher Tabletop Flipchart Grade 2 Unit Project Cards Grade 2 Game and Activity Cards Grade 2 Math Reader Collection 2 Grade 2	\$208.15	4	\$832.60	\$166.52	\$666.08
1753289	9780358133025 Into Math Essential Manipulatives Kit Grade 2	\$179.10	4	\$716.40	\$143.28	\$573.12
Student Materials						
1814927	9780358608790 2020 Into Math Student Edition Collection with Practice and Homework Journal Set 5 Year Print Grade 2	\$45.00	72	\$3,240.00	\$648.00	\$2,592.00
Total for A la Carte Items Available for Purchase				\$4,461.92		

Total for Grade 2**\$9,069.92****Grade 3****Student Digital Licenses**

1789388	9780358398677 Into Math Student License Digital 5 Year Grades K-5 Includes: Digital Student Resources 5 Year Digital Grade K-5 Implementation Success	\$80.00	60	\$4,800.00	\$960.00	\$3,840.00
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ISBN	Title	Price	Quantity	Value of all Materials	Value of Free Materials	Value of Charged Materials
Total for Student Digital Licenses				\$3,840.00		
Teacher Digital Licenses						
1808534	9780358555780 Into Math Teacher License Digital 5 Year Grades K-5	\$375.00	4	\$1,500.00	\$1,500.00	
	Includes: Into Math Digital Teacher Resources 5 Year Grades K-5 Access to Teacher's Corner					
Total for Teacher Digital Licenses				\$0.00		
A la Carte Items Available for Purchase						
Teacher Materials						
1756074	9780358153832 Into Math Teacher Bookcase Grade 3	\$197.10	4	\$788.40	\$157.68	\$630.72
	Includes: Teacher Edition Collection Grade 3 Planning and Pacing Guide Grade 3 Assessment Guide BLM Grade 3 Professional Learning Cards Grade 3-5 Getting Ready for High Stakes Assessments Grade 3					
1756080	9780358153894 Into Math Differentiation Center Grade 3	\$208.15	4	\$832.60	\$166.52	\$666.08
	Includes: Differentiated Instruction BLM Grade 3 Teacher Tabletop Flipchart Grade 3 Unit Project Cards Grade 3 Game and Activity Cards Grade 3 Math Reader Collection 3 Grade 3					
1753290	9780358133032 Into Math Essential Manipulatives Kit Grade 3	\$179.10	4	\$716.40	\$143.28	\$573.12
Student Materials						
1814928	9780358608806 2020 Into Math Student Edition Collection with Practice and Homework Journal Set 5 Year Print Grade 3	\$45.00	60	\$2,700.00	\$540.00	\$2,160.00
Total for A la Carte Items Available for Purchase				\$4,029.92		

Total for Grade 3 **\$7,869.92**

Grade 4

Student Digital Licenses

1789388	9780358398677 Into Math Student License Digital 5 Year Grades K-5	\$80.00	86	\$6,880.00	\$1,376.00	\$5,504.00
	Includes: Digital Student Resources 5 Year Digital Grade K-5 Implementation Success					

Total for Student Digital Licenses **\$5,504.00**

Teacher Digital Licenses

1808534	9780358555780 Into Math Teacher License Digital 5 Year Grades K-5	\$375.00	5	\$1,875.00	\$1,875.00	
	Includes: Into Math Digital Teacher Resources 5 Year Grades K-5 Access to Teacher's Corner					

Total for Teacher Digital Licenses **\$0.00**

A la Carte Items Available for Purchase

Teacher Materials

1756075	9780358153849 Into Math Teacher Bookcase Grade 4	\$197.10	5	\$985.50	\$197.10	\$788.40
	Includes: Teacher Edition Collection Grade 4 Planning and Pacing Guide Grade 4 Assessment Guide BLM Grade 4 Professional Learning Cards Grade 3-5 Getting Ready for High Stakes Assessments Grade 4					
1756081	9780358153900 Into Math Differentiation Center Grade 4	\$208.15	5	\$1,040.75	\$208.15	\$832.60
	Includes: Differentiated Instruction BLM Grade 4 Teacher Tabletop Flipchart Grade 4 Unit Project Cards Grade 4 Game and Activity Cards Grade 4 Math Reader Collection 4 Grade 4					
1753291	9780358133049 Into Math Essential Manipulatives Kit Grade 4	\$179.10	5	\$895.50	\$179.10	\$716.40

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Student Materials						
1814929 9780358608813	2020 Into Math Student Edition Collection with Practice and Homework Journal Set 5 Year Print Grade 4	\$45.00	86	\$3,870.00	\$774.00	\$3,096.00
Total for A la Carte Items Available for Purchase				\$5,433.40		
Total for Grade 4				\$10,937.40		
Grade 5						
Student Digital Licenses						
1789388 9780358398677	Into Math Student License Digital 5 Year Grades K-5	\$80.00	60	\$4,800.00	\$960.00	\$3,840.00
Includes: Digital Student Resources 5 Year Digital Grade K-5 Implementation Success						
Total for Student Digital Licenses				\$3,840.00		
Teacher Digital Licenses						
1808534 9780358555780	Into Math Teacher License Digital 5 Year Grades K-5	\$375.00	2	\$750.00	\$750.00	
Includes: Into Math Digital Teacher Resources 5 Year Grades K-5 Access to Teacher's Corner						
Total for Teacher Digital Licenses				\$0.00		
A la Carte Items Available for Purchase						
Teacher Materials						
1756076 9780358153856	Into Math Teacher Bookcase Grade 5	\$197.10	2	\$394.20	\$78.84	\$315.36
Includes: Teacher Edition Collection Grade 5 Planning and Pacing Guide Grade 5 Assessment Guide BLM Grade 5 Professional Learning Cards Grade 3-5 Getting Ready for High Stakes Assessments Grade 5						
1756082 9780358153917	Into Math Differentiation Center Grade 5	\$208.15	2	\$416.30	\$83.26	\$333.04
Includes: Differentiated Instruction BLM Grade 5 Teacher Tabletop Flipchart Grade 5 Unit Project Cards Grade 5 Game and Activity Cards Grade 5 Math Reader Collection 5 Grade 5						
1753292 9780358133056	Into Math Essential Manipulatives Kit Grade 5	\$179.10	2	\$358.20	\$71.64	\$286.56
Student/District Materials						
1814930 9780358608820	2020 Into Math Student Edition Collection with Practice and Homework Journal Set 5 Year Print Grade 5	\$45.00	60	\$2,700.00	\$540.00	\$2,160.00
Total for A la Carte Items Available for Purchase				\$3,094.96		
Total for Grade 5				\$6,934.96		
Grade 6						
Student Digital Licenses						
1789391 9780358398707	Into Math Student License Digital 5 Year Grades 6-8	\$80.00	80	\$6,400.00	\$1,280.00	\$5,120.00
Includes: Digital Student Resources 5 Year Digital Grade 6-8 Implementation Success						
Total for Student Digital Licenses				\$5,120.00		
Teacher Digital Licenses						
1808546 9780358555902	Into Math Teacher License Digital 5 Year Grades 6-8	\$375.00	2	\$750.00	\$750.00	
Includes: Into Math Digital Teacher Resources 5 Year Grades 6-8 Access to Teacher's Corner						
Total for Teacher Digital Licenses				\$0.00		
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A la Carte Items Available for Purchase						
Teacher Materials						
1756239	9780358156970 Into Math Teacher Bookcase Grade 6 Includes: Planning and Pacing Guide Grade 6 Assessment Guide Grade 6 Solution Manual Grade 6 Teacher Edition Collection Grade 6 Professional Learning Cards Grades 6-8 Getting Ready for High Stakes Assessment Grade 6	\$197.10	2	\$394.20	\$78.84	\$315.36
1756233	9780358156918 Into Math Differentiation Center Kit Grade 6 Includes: Differentiated Instruction BLM Grade 6 Unit Project Cards Grade 6 Game and Activity Cards Grade 6 Tabletop Flipchart Grade 6	\$208.15	2	\$416.30	\$83.26	\$333.04
1753123	9780358122418 Into Math Essential Manipulatives Kit Grades 6-8	\$179.10	2	\$358.20	\$71.64	\$286.56
Student Materials						
1765490	9780358223597 Into Math Student Edition (Consumable) 5 Year Print Grade 6	\$45.00	80	\$3,600.00	\$720.00	\$2,880.00
Total for A la Carte Items Available for Purchase				\$3,814.96		
Total for Grade 6				\$8,934.96		

Grade 7						
Student Digital Licenses						
1789391	9780358398707 Into Math Student License Digital 5 Year Grades 6-8 Includes: Digital Student Resources 5 Year Digital Grade 6-8 Implementation Success	\$80.00	74	\$5,920.00	\$1,184.00	\$4,736.00
Total for Student Digital Licenses				\$4,736.00		
Teacher Digital Licenses						
1808546	9780358555902 Into Math Teacher License Digital 5 Year Grades 6-8 Includes: Into Math Digital Teacher Resources 5 Year Grades 6-8 Access to Teacher's Corner	\$375.00	3	\$1,125.00	\$1,125.00	
Total for Teacher Digital Licenses				\$0.00		
A la Carte Items Available for Purchase						
Teacher Materials						
1756240	9780358156987 Into Math Teacher Bookcase Grade 7 Includes: Planning and Pacing Guide Grade 7 Assessment Guide Grade 7 Solution Manual Grade 7 Teacher Edition Collection Grade 7 Professional Learning Cards Grades 6-8 Getting Ready for High Stakes Assessment Grade 7	\$197.10	3	\$591.30	\$118.26	\$473.04
1756234	9780358156925 Into Math Differentiation Center Kit Grade 7 Includes: Differentiated Instruction BLM Grade 7 Unit Project Cards Grade 7 Game and Activity Cards Grade 7 Tabletop Flipchart Grade 7	\$208.15	3	\$624.45	\$124.89	\$499.56
Student Materials						
1765491	9780358223603 Into Math Student Edition (Consumable) 5 Year Print Grade 7	\$45.00	74	\$3,330.00	\$666.00	\$2,664.00
Total for A la Carte Items Available for Purchase				\$3,636.60		
Total for Grade 7				\$8,372.60		

Grade 8

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Student Digital Licenses						
1789391 9780358398707	Into Math Student License Digital 5 Year Grades 6-8	\$80.00	80	\$6,400.00	\$1,280.00	\$5,120.00
Includes: Digital Student Resources 5 Year Digital Grade 6-8 Implementation Success						
Total for Student Digital Licenses		\$5,120.00				
Teacher Digital Licenses						
1808546 9780358555902	Into Math Teacher License Digital 5 Year Grades 6-8	\$375.00	3	\$1,125.00	\$1,125.00	
Includes: Into Math Digital Teacher Resources 5 Year Grades 6-8 Access to Teacher's Corner						
Total for Teacher Digital Licenses		\$0.00				
A la Carte Items Available for Purchase						
Teacher Materials						
1756241 9780358156994	Into Math Teacher Bookcase Grade 8	\$197.10	3	\$591.30	\$118.26	\$473.04
Includes: Planning and Pacing Guide Grade 8 Assessment Guide Grade 8 Solution Manual Grade 8 Teacher Edition Collection Grade 8 Professional Learning Cards Grades 6-8 Getting Ready for High Stakes Assessment Grade 8						
1756235 9780358156932	Into Math Differentiation Center Kit Grade 8	\$208.15	3	\$624.45	\$124.89	\$499.56
Includes: Differentiated Instruction BLM Grade 8 Unit Project Cards Grade 8 Game and Activity Cards Grade 8 Tabletop Flipchart Grade 8						
Student Materials						
1765492 9780358223610	Into Math Student Edition (Consumable) 5 Year Print Grade 8	\$45.00	80	\$3,600.00	\$720.00	\$2,880.00
Total for A la Carte Items Available for Purchase		\$3,852.60				
Total for Grade 8		\$8,972.60				
Professional Services - Into Math K-5						
Implementation Success Plan						
1729422 9781328588357	Into Math Getting Started Live Online 2-Hour Grades K-6	\$800.00	1	\$800.00	\$800.00	
The Getting Started live online session is streamlined to focus on preparing teachers for their first weeks of instruction. Participants engage in a variety of interactive experiences to learn about the organization and resources of Into Math. The goal is to build confidence and prepare teachers for a strong start with Into Math.						
1729427 9781328588401	Into Math Follow-Up Live Online 1-Hour Grades K-6	\$400.00	1	\$400.00	\$400.00	
Follow-Up sessions build upon the Getting Started to help teachers take full advantage of Into Math's components, assessments, differentiation, and digital tools to meet the needs of their students. An HMH Services team member will work with you to choose from key Into Math classroom-focused topics to create a personalized Follow-Up 1 hour live online session(s).						
Total for Implementation Success Plan		\$0.00				
Total for Professional Services - Into Math K-5		\$0.00				
Professional Services - Into Math 6-8						
Implementation Success Plan						
1729412 9781328588258	Into Math Follow-Up Live Online 1-Hour Grades 6-8	\$400.00	1	\$400.00	\$400.00	
Follow-Up sessions build upon the Getting Started to help teachers take full advantage of Into Math's components, assessments, differentiation, and digital tools to meet the needs of						
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	their students. An HMH Services team member will work with you to choose from key Into Math classroom-focused topics to create a personalized Follow-Up 1 hour live online session(s).					
	Total for Implementation Success Plan	\$0.00				
Total for Professional Services - Into Math 6-8		\$0.00				

<i>Total Savings:</i>	\$31,408.05
<i>Subtotal Purchase Amount:</i>	\$79,132.20
<i>Shipping & Handling:</i>	\$5,062.33
Total Cost of Proposal (PO Amount):	\$84,194.53

****Please add proper sales tax to your order****

Coupon Code: PRODPB20

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Chicago, IL 60693

Attention:
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- Please return this cost proposal with your signed purchase order that matches product, prices and shipping charges.
- Provide the exact address for *delivery* of print materials. The shipping address may be your district warehouse or individual school sites, but it is essential that this is accurate.
- Please supply the name of each important district point of contact for all aspects of the solution including their direct contact information (email/phone):
 - o Point of Contact for Print materials
 - o Point of Contact for Digital materials
 - o Point of Contact for Scheduling Professional Development
- Please confirm that we have the correct 'Ship to' and 'Sold to' information on the cost proposal.

Ship to: Wayne Community School District 17 611 W 7th St Wayne, NE 68787-1715	Sold to: Wayne Community School District 17 611 W 7th St Wayne, NE 68787-1715
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- Please provide funding start and end dates.
- Please note that all products and services will be billed upon the processing of your purchase order.
- Our payment terms are 30 days from the invoice date.
- Print subscription material quantities may be adjusted across grades for like products, to accommodate enrollment fluctuations, quantities cannot be adjusted between different programs or copyrights.
- Our shipping terms are FOB shipping point. The shipping term for your proposal is Shipping Point.
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Date of Proposal: 2/3/2022

Proposal Expiration Date: 3/20/2022



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Coupon Code: PRODPB20

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 Orlando, FL 32819-8647

MEMBERSHIP DUES INVOICE

in account with

Nebraska Association of School Boards

1311 Stockwell, Lincoln, NE 68502 (402) 423-4951 or 1-(800) 422-4572

Name: Wayne Community Schools

County: Wayne

NASB Region: 11

DATE	DESCRIPTION	AMOUNT DUE
January 29, 2022	Annual Membership Dues for NASB Fiscal Year 4/1/2022 to 3/31/2023	\$5,566
	Pay by 4/1/2022 to receive a 2% discount.	\$111
	TOTAL AMOUNT DUE IF PAID BY APRIL 1, 2022	<u>\$5,454</u>

Thank you for your support and participation in NASB.

**WAYNE COMMUNITY SCHOOLS
PRINCIPAL EVALUATION INSTRUMENT**

STANDARDS OF PERFORMANCE

STANDARD #1: VISION FOR LEARNING – The principal establishes and communicates a vision for teaching and learning that results in improved student achievement.

STANDARD #2: CONTINUOUS SCHOOL IMPROVEMENT – The principal leads a continuous school improvement process that results in improved student performance and school effectiveness.

STANDARD #3: INSTRUCTIONAL LEADERSHIP – The principal provides leadership to ensure the implementation of a rigorous curriculum, the use of effective teaching practices, and accountability for results.

STANDARD #4: CULTURE FOR LEARNING – The principal creates a school culture that enhances the academic, social, physical, and emotional development of all students.

STANDARD #5: SYSTEMS MANAGEMENT - The principal manages the organization, operations, and resources of the school to provide a safe, efficient, and effective learning environment for all students and staff.

STANDARD #6: STAFF LEADERSHIP – The principal uses effective practices to select, develop, support, and lead high quality teachers and non-teaching staff.

STANDARD #7: DEVELOPING RELATIONSHIPS – The principal promotes and supports productive relationships with students, staff, families, and the community.

STANDARD #8: PROFESSIONAL ETHICS AND ADVOCACY – The principal acts with fairness, integrity, and a high level of professional ethics, and advocates for policies of equity and excellence in support of the vision of the school.¹

¹ The Principal is expected at a minimum to meet the ethical requirements set forth in Nebraska Department of Education Rule 27, to satisfactorily complete the job duties set forth in the Principal's Job Description, and to comply with Board policies and the directions of the Superintendent, and to perform the Indicators for each standard at a satisfactory level.

FORMATIVE EVALUATION PROCESS AND INSTRUMENT

Name of Principal	Name of Evaluator
School Year: 201 - 201 school year	Time Period: , 201 to , 201

A. ***Statement of Purpose:*** This document is a “Formative Evaluation Instrument” established to provide guidance and identified focus areas and goals through the development and achievement of “Annual Job Targets” to assist the continuing improvement process for the overall performance of a public school building principal of the Wayne Community Schools to be prepared by the principal and the superintendent of schools (or other designated evaluator) on a not less than annual basis. The formative evaluation guidance and identified focus areas and goals should be based upon the Nebraska Department of Education performance framework for public school building principals, the Job Description for building principals, and state and federal statutes and regulations, including but not limited to the ethical standards set forth in NDE Rule 27, and Board of Education policies and practices. This Formative Evaluation instrument is part of a broad-based process of measuring and supporting sustained and continuing professional improvement of a principal’s performance with the overarching goal of supporting and enhancing student learning.

B. ***Annual Job Targets:*** Annual job targets and personal goals are to be developed by the Principal and his/her immediate supervisor to establish a common vision of the Principal’s role in his/her school and in the district as a whole. The annual job targets and personal goals are keyed to the evaluation criteria, job description and identified research on effective building leadership. The job targets are to be focused on identified personal areas for improvement or enhancement of the Principal’s skills. Success in meeting the job target and personal goals are to be evaluated by the Principal on a continuous and ongoing basis with success in meeting same to be shared with the evaluator, which in turn helps the Principal be responsible to meet the job description and performance standards with an overall goal of enhancing the Principal’s educational leadership. Appraisal of each Principal’s success in meeting “job targets” will be ongoing throughout the school year with an annual evaluation of the Principal’s success in meeting the identified job targets in the annual summative appraisal of performance.

List significant job targets and measurable outcomes to be accomplished by the Principal during the next twelve months or prior to the next evaluation cycle.

Job Target	Applicable Standard of Performance	Measurable Outcome	Data Source

Principal Comments:

Superintendent/Evaluator Comments:

Date: ___ day of _____, 201__	Date: ___ day of _____, 201__
Signature:	Signature:
Principal	Superintendent/Evaluator

SUMMATIVE EVALUATION PROCESS AND INSTRUMENT

Name of Principal	Name of Evaluator
School Year: 201 - 201 school year	Time Period: , 201 to , 201

A. ***Statement of Purpose:*** This document is a “Summative Evaluation Instrument” established to measure the overall performance of a public school building principal of the Wayne Community Schools on not less than an annual basis. The evaluation criteria set forth herein are based upon the Nebraska Department of Education performance framework for public school building principals, the Job Description for building principals, and state and federal statutes and regulations including but not limited to the ethical standards set forth in NDE Rule 27, and Board of Education policies and practices. In applying the evaluation criteria, the evaluator will apply the following “Ratings Matrix.” This Summative Evaluation instrument is part of a broad-based process of measuring and supporting sustained and continuing professional improvement of a principal’s performance with the overarching goal of supporting and enhancing student learning.

B. ***Ratings Matrix:***

- Exemplary Performance
- Proficient Performance
- Basic Performance
- Unsatisfactory Performance

While ratings have been given to provide for a quantitative evaluation, an equally important aspect of this evaluation is the comment section. Evaluations of “Exemplary Performance”, “Satisfactory Performance”, and “Improvement Needed” indicate that the Principal’s performance meets the district standard of performance for that criteria. A “Does Not Meet District Standards” rating indicates that the Principal’s performance does not meet the district standard of performance for that criteria or sub-criteria. The “Artifact” section following the evaluation criteria under each standard provides the evaluator and/or principal the opportunity to incorporate into the Summative Evaluation the principal’s work product, or indicate the lack or inadequacy of such artifact, to support a rating of the principal’s performance, or lack of such artifact. Finally, the “Narrative” space at the end of each standard is provided for general comments overall.

C. ***Performance Standards:*** The following performance standards are designed to identify and engage building principals in the performance of the four (4) essential elements of effective educational leadership of our schools identified by the Nebraska Department of Education:

- High expectations for student learning;
- A commitment to each principal’s (and thereby teacher) accountability for demonstrated student learning;
- Awareness of the individual circumstances of each student in light of the increasing diversity of the human population of our School District; and,
- The integration of ever changing technology.

These Performance Standards will be considered as a whole in evaluating the principal’s overall level of performance for the period being evaluated, resulting in a summative appraisal of the principal’s educational leadership of the principal’s assigned school building and within the framework of the entire school district and system.

PERFORMANCE STANDARD #1: VISION FOR LEARNING - The principal establishes and communicates a vision for teaching and learning that results in improved student achievement.

Explanation: The Principal is an educational leader who promotes the success of all students by facilitating the development, articulation, implementation, and stewardship of a vision of learning that is shared and supported by the school community, including students, teachers, support staff, and parents.

Indicators for Performance Standard # 1	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrates that the Principal can identify and articulate orally and in writing the vision for student learning in the school district as a whole and specifically for the Principal’s assigned school.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
B. Demonstrates that the Principal is engaged in the use of varied sources of information and analyzes multiple sources of data about current practices and outcomes that are implemented to shape the vision, mission and goals of the school.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
C. Demonstrates that the Principal has engaged constituent groups within the school community (including students, teachers, support staff, and parents) to develop commitment to the vision, mission, and goals established for the school.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
D. Demonstrated alignment of the school’s vision, mission, and goals to district, state, and federal policies.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrated ability and action to communicate the vision for the school’s educational program in order to establish high expectations and results for student performance.	Check one: <input type="checkbox"/> [] Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

D. Demonstrated leadership in providing a regular (not	Check one:
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less than annually) systematic review of the vision, mission, and goals and revises as appropriate.	<input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
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ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Copy of School Improvement Plan articulating school vision and mission.			
Building Staff Development Plan for the school year that incorporates school vision and mission.			
Staff/departmental meeting agendas.			
“State of School” reports (quarterly).			
Community outreach efforts – Newspaper articles, tours of building for community members.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 1—Check **Appropriate Box:**

MEETS DISTRICT STANDARD		DOES NOT MEET DISTRICT STANDARD	
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STANDARD #2: CONTINUOUS SCHOOL IMPROVEMENT – The principal leads a continuous school improvement process that results in improved student performance and school effectiveness.

Explanation: The Principal is an educational leader who leads and establishes an atmosphere and expectation of the ability of the school community (students, staff and parents) of a continuous process of improvement of the instruction and learning environments for students focused on student success as confirmed through successful student outcomes as measured through accurate and verifiable assessment of student achievement.

Indicators for Performance Standard # 2	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrated planning or updating of the school improvement plan developed in collaboration with the school community, and implementation of such school improvement plan that is aligned with district, state, and federal guidelines and goals.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
B. Demonstrated implementation, direction and coordination of a comprehensive process to maintain current information about student academic achievement, teacher and overall school effectiveness, critical analysis of such data, and the sharing of such information within the school community (students, teachers, and parents).	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
C. Demonstrated thoughtful consideration and follow-up planning and action based on student achievement data, research, and best practices based thereon to improve overall instruction and teaching, and thereby student learning.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
D. Demonstrated leadership within the school community (students, teachers, and parents) in the uses of the variety of technology resources to increase school efficiency and effectiveness, enhance instruction and accountability of all within the school community.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrates use and application of the continuous school improvement plan and achievement data to guide professional development and instructional enhancement efforts within the school community (students, teachers, and parents).	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Memorandums to staff, students and parents regarding academic standards – beginning of 1st semester and 2nd semester.			
Postings informing staff, student and parents of academic standards.			

Template for teacher lesson plans incorporating educational model and academic standard to be taught using model.			
Description of student assessment system including range of data produced from standardized and local assessment on student learning and school performance.			
Written protocols and procedures for data collection and analysis.			
NeSA scores for grades 3, 4, 5, 6, 7, 8 and 11 (as applicable).			
Audit of assessment testing and scoring to establish assessments are reliable and bias free.			
Training policies and materials for staff specific to evaluation, interpretation and use of data.			
Documentation of Principal's and staff attendance at training related to use of data related to assessment of student learning.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 2—Check [√] Appropriate Box:

MEETS DISTRICT STANDARD		DOES NOT MEET DISTRICT STANDARD	
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STANDARD #3: INSTRUCTIONAL LEADERSHIP – The principal provides leadership to ensure the implementation of a rigorous curriculum, the use of effective teaching practices, and accountability for results.

Explanation: The Principal is an educational leader who establishes and implements a rigorous curriculum of students, encourages the use of cutting edge and proven effective teaching practices to teach the curriculum, and requires accountability for results through the achievement of academic standards.

Indicators for Performance Standard # 3	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrated continuing practice of providing staff with teaching practices based on sound instructional theory with an emphasis on the instructional models adopted by the School District accompanied by professional collaboration to implement such models to meet the learning needs of all students.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
B. Demonstrated monitoring of instructional staff confirming that the instructional program and actual instruction is aligned with content standards, includes effective instructional and assessment practices, and is dedicated to protecting instructional time in a manner that maximizes learning opportunities.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
C. Demonstrated encouragement and support of instructional staff in the selection of instructional content that maximizes individual student learning and provides appropriate multiple perspectives to meet differing student learning styles and acumen.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
D. Demonstrated coordination of, emphasis on, and analysis of the use of student performance data from multiple assessments by the Principal in conjunction with the instructional staff to evaluate the curriculum and instructional program.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrated acceptance of the responsibility for the continued improvement of student learning within the school and holds staff accountable for the growth of student achievement across the curriculum.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Materials provided to staff in-service providing teachers and support staff instruction and direction on the educational model for instruction and academic standards to be taught and assessed.			

Records of staff attendance at staff meetings, in-service instruction, and district curricular staff development programs.			
Records of Principal's contact with departments, instructional teams and individual teachers regarding instructional strategies, observation of instructional performance of individual teachers, and personal observation of student engagement, learning and performance in the classroom.			
Correspondence regarding instructional approach and performance of teachers and students.			
Audit of each school day on a weekly basis regarding actual "instructional time" for each class.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 3—Check **Appropriate Box:**

MEETS DISTRICT STANDARD		DOES NOT MEET DISTRICT STANDARD	
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STANDARD #4: CULTURE FOR LEARNING – The principal creates a school culture that enhances the academic, social, physical, and emotional development of all students.

Explanation: The Principal is an educational leader who promotes the success of all students by advocating, nurturing and sustaining a school culture and instructional program conducive to student learning and staff professional development.

Indicators for Performance Standard # 4	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrated focus on providing to students full and equitable access to curricular and extra-curricular programs that address the needs, interests, and abilities of all students.	<p>Check one:</p> <p><input type="checkbox"/> Exemplary Performance</p> <p><input type="checkbox"/> Proficient Performance</p> <p><input type="checkbox"/> Basic Performance</p> <p><input type="checkbox"/> Unsatisfactory Performance</p>

<p>B. Demonstrated engagement of the school community (students, teachers, and parents) in a culture of high expectations for self, students, and staff that includes a emphasis on higher levels of thinking for students of all grade levels.</p>	<p>Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance</p>

<p>C. Demonstrated creation of an environment of respect and rapport within the school community (students, teachers, and parents) based on clear guidelines for appropriate behavior.</p>	<p>Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance</p>
<p>D. Demonstrated guidance and support of instructional staff in the use of multiple indicators of student performance to encourage the development of the whole child in a manner consistent with academic achievement and differences in student learning styles and rates.</p>	<p>Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance</p>
<p>E. Demonstrated consideration, analysis and identification of those factors and/or practices that constitute or may create barriers to student learning and development, and those devices and strategies to reduce or eliminate them.</p>	<p>Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance</p>
<p>F. Demonstrated commitment to personal practices as Principal that maintains a high level of visibility, accessibility and accountability within the school community (students, teachers, and parents) on a day-to-day basis</p>	<p>Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance</p>
<p>G. Demonstrated leadership in focusing on the positive outcomes within the school community (students, teachers, and parents) recognizing the accomplishments of students and staff, with an accompanying ongoing assessment of the school climate and culture.</p>	<p>Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance</p>

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
<p>Walk-through observations of overall school culture focused on learning environments.</p>			
<p>Communications with the school community on school culture and learning environments, focused on a safe</p>			

learning environments for all students and anti-bullying program.			
School climate surveys from students, staff and community.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 4—Check Appropriate Box:

MEETS DISTRICT STANDARD	<input type="checkbox"/>	DOES NOT MEET DISTRICT STANDARD	<input type="checkbox"/>
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STANDARD #5: SYSTEMS MANAGEMENT – The principal manages the organization, operations, and resources of the school to provide a safe, efficient, and effective learning environment for all students and staff.

Explanation: The Principal is an educational leader who marshals the financial, building and human resources of the school, and the School District as a whole, to provide the school community (students, staff and parents) with a physically and emotionally safe school environment that supports student learning, efficiently uses the resource of available staff, equipment and materials working in coordination to provide the most effective learning environment of students and working environment for staff.

Indicators for Performance Standard # 5	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrates prudent allocation of the financial, material, and human resources available to the school to provide effective support of the educational program.	<p>Check one:</p> <p><input type="checkbox"/> Exemplary Performance</p> <p><input type="checkbox"/> Proficient Performance</p> <p><input type="checkbox"/> Basic Performance</p> <p><input type="checkbox"/> Unsatisfactory Performance</p>
B. Demonstrates considered and appropriate monitoring of the school’s site, facilities, services, and equipment to provide a safe and orderly environment.	<p>Check one:</p> <p><input type="checkbox"/> Exemplary Performance</p> <p><input type="checkbox"/> Proficient Performance</p> <p><input type="checkbox"/> Basic Performance</p> <p><input type="checkbox"/> Unsatisfactory Performance</p>
C. Demonstrates the ability to identify problems with the allocation of resources or use of facilities, equipment and programs, and resolve such issues, manage conflict, and builds consensus to achieve the efficient operation of the school.	<p>Check one:</p> <p><input type="checkbox"/> Exemplary Performance</p> <p><input type="checkbox"/> Proficient Performance</p> <p><input type="checkbox"/> Basic Performance</p> <p><input type="checkbox"/> Unsatisfactory Performance</p>

D. Demonstrates awareness of school safety issues, and coordinates the establishment and effective operation of the school’s safety committee as required by law, and effectively communicates with community agencies to provide a safe school environment.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrates knowledge of and provides in-service training and resources to staff for the effective use of technology among the school community (students, staff and parents).	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
F. Demonstrates an understanding of school law and its impact on staff, students, and families, and complies with local, state, and federal mandates.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
G. Demonstrates an interest in and takes the opportunity when provided to guide and influence policymakers as they develop regulations, policies, and laws that impact the school.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Confirmation/sign-off on Principal review of Board of Education policies.			
Student Handbook.			
Faculty Handbook(s) – Certificated and Non-Certificated Staff.			
Fire marshal reports/fire and disaster drill records/crisis plan.			
Insurance audit of building.			

Safety Committee meeting records – schedule, minutes, etc.			
Building budget – budgeted to actual.			
School Calendar and Schedule			
Technology plan and budget to improve technology services.			

Material for in-service for building operations and use of technology by students and staff.			
Description of student discipline referral process.			
Description of student IEP process.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 5—Check **Appropriate Box:**

MEETS DISTRICT STANDARD		DOES NOT MEET DISTRICT STANDARD	
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STANDARD #6: STAFF LEADERSHIP – The principal uses effective personnel practices to select, develop, support, and lead high quality teachers and non-teaching staff.

Explanation: The Principal is an educational leader who establishes, implements, evaluates, teaches , guides, supports, and encourages achievement of teachers and non-teaching staff on a continual basis to maintain a continuing and consistent level of performance that enhances student learning and student achievement of academic and assessment standards.

Indicators for Performance Standard # 6	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrated thoughtful, considered and committed recruitment, hiring, development, and retention of high quality professional and support staff to realize the school’s vision.	<p>Check one:</p> <p><input type="checkbox"/> Exemplary Performance</p> <p><input type="checkbox"/> Proficient Performance</p> <p><input type="checkbox"/> Basic Performance</p> <p><input type="checkbox"/> Unsatisfactory Performance</p>
B. Demonstrated implementation practices that guides, supports, and encourages achievement of teachers and other staff to create a professional, challenging and collegial environment that in turn creates an engaging,	<p>Check one:</p> <p><input type="checkbox"/> Exemplary Performance</p> <p><input type="checkbox"/> Proficient Performance</p> <p><input type="checkbox"/> Basic Performance</p>

exciting and challenging learning environment for students.	<input type="checkbox"/> Unsatisfactory Performance
C. Demonstrates means and methods of mentoring emerging staff leaders in order to build leadership capacity within the teaching and non-teaching staff of the school.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
D. Demonstrates an engaged and supportive supervision of the school's teaching and non-teaching staff members that establishes and demands accountability for results based on high expectations and professional standards.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrates a thorough and consistent implementation of the School District's performance evaluation process and instrument system for teachers and instructional support staff (staff) consistent with board policy and state regulations and statutes that establishes that the Principal has:	
<ul style="list-style-type: none"> ▪ Instructed the staff on the Board adopted common instructional model, language and effective teaching practices, and the evaluation process and instrument; 	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
<ul style="list-style-type: none"> ▪ Established an environment for evaluation focused upon improvement of instruction, and is accepted by such staff as a non-punitive performance enhancing process that improves student learning; 	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
<ul style="list-style-type: none"> ▪ Evaluated staff on both a formative and summative basis in a timely manner, providing required lists of deficiencies, suggestions for improvements, resources to assist such improvement, and follow-up evaluations and improvement plans as necessary; 	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
<ul style="list-style-type: none"> ▪ Mentored staff to enhance instructional skills to improve student learning; and, 	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance

	<input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
<ul style="list-style-type: none"> ▪ Completed all evaluations in a timely manner and provided an accounting of such evaluations process to the Superintendent. 	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
<p>F. Demonstrates and implements a professional development program in support of the performance evaluation process for teachers and instructional support staff based on a common instructional model that enhances continuous learning of teaching techniques and models by such staff that overall provides meaningful, effective and sustainable professional development opportunities for all staff.</p>	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Pre-school year review of in-service materials for staff evaluation process.			
Description of instructional model adopted by the school district provided to staff.			
Listing of and materials for professional development programs implement or provided to staff for the school year.			
Evaluation audit for the school years, listing the tenure status and dates of formative and summative evaluation for all staff.			
Guidelines for disaggregating assessment data.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/>
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Performance Standard # 6—Check [√] Appropriate Box:

MEETS DISTRICT STANDARD	DOES NOT MEET DISTRICT STANDARD
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STANDARD #7: DEVELOPING RELATIONSHIPS – The principal promotes and supports productive relationships with students, staff, families, and the community.

Explanation: The Principal is an educational leader who promotes the success of all students by collaborating with families and community members, responding to diverse community interests and needs, and mobilizing community resources.

Indicators for Performance Standard # 7	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrated active participation within the community where the school is located, and the school district as a whole, and builds on professional relationships that support the school and its vision within the community.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
B. Demonstrated sharing leadership and decision-making, encouragement of open communication among staff members, and respect for differences of opinion.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
C. Demonstrates an understanding of the community’s diverse cultural, social, and intellectual resources among students and staff, and makes use of those resources to strengthen the school.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
D. Demonstrated creation and/or support of activities within the school environment and outreach that engages the community in a manner that creates a shared responsibility for student and school success, and encourages active family and community participation in the learning process in order to enhance student achievement.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrated research and use of effective public information strategies that promotes and supports	Check one: <input type="checkbox"/> Exemplary Performance

parent/student/community involvement in the school in a manner that strengthens the educational program by soliciting information from families and community members.	<input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
G. Demonstrated creation of strategic partnerships with business, religious, political, and other community leaders in order to carry out the school's mission.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
H. Demonstrates a clear and developed understanding and respect for others among students and staff.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Parent advisory committee schedule, minutes, etc.			
Parent volunteer list and recognition ceremonies, etc.			
Student council activities and meetings (schedule, minutes, etc.).			
Business partnership documentation.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 7—Check [√] Appropriate Box:

MEETS DISTRICT STANDARD		DOES NOT MEET DISTRICT STANDARD	
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STANDARD #8: PROFESSIONAL ETHICS AND ADVOCACY – The principal acts with fairness, integrity, and a high level of professional ethics, and advocates for policies of equity and excellence in support of the vision of the school.²

Explanation: The Principal is an educational leader who is a role model and exemplar and promotes the success of the school by acting with integrity, fairness, and in an ethical manner.

Indicators for Performance Standard # 8	The ratings in this Column <u>may</u> be accompanied by Artifacts and Narrative Remarks in the sections set forth below.
A. Demonstrated values, beliefs, and attitudes that inspire others to higher levels of performance and treats others fairly, equitably, and with dignity.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
B. Demonstrated support and implementation of practices that protect the established rights and confidentiality of students and staff.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
C. Demonstrated appropriate analysis and judgment of circumstances in making such decisions that are just, fair, and equitable and in the best interests of the student and the school community (students, staff and parents).	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
D. Demonstrated modeling and articulation as an exemplar for the school community of practices that reflect and establish transparency, and ethical behavior in accordance with established professional standards.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
E. Demonstrated establishment of a standard of conduct by others in the school community	Check one: <input type="checkbox"/> Exemplary Performance

² The Principal is expected at a minimum to meet the ethical requirements set forth in Nebraska Department of Education Rule 27, to satisfactorily complete the job duties set forth in the Principal’s Job Description, and to comply with Board policies and the directions of the Superintendent.

(students, staff and parents) that requires accountability, integrity and ethical behavior by all in such community.	<input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
F. Demonstrated application of policies and procedures in a fair and equitable manner.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
G. Demonstrated advocacy for public policies that ensure appropriate and equitable resources for the educational system.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance
H. Demonstrated appreciation for and sensitivity to the diversity in the school community, and thoughtful responses to the political, social, economic, legal and cultural environment in which the school exists.	Check one: <input type="checkbox"/> Exemplary Performance <input type="checkbox"/> Proficient Performance <input type="checkbox"/> Basic Performance <input type="checkbox"/> Unsatisfactory Performance

ARTIFACTS:

Artifact Description	Present	Not Present	Attached
Memoranda to the school community (students, staff and parents) that advocate the school curriculum and mission based values, beliefs, and attitudes that inspire others to higher levels of performance.			
Documents used to review with teaching and non-teaching staff the staff and student handbooks, and staff duties toward students and the school district.			
Documentation of Principal and staff involvement in community service events and programs.			
Multilingual newsletters and other school communications that reflect sensitivity to the diversity in the school community, and thoughtful responses to the political, social, economic, legal and cultural environment in which the school exists.			
(Other artifacts).			

NARRATIVE:

<p>Narrative:</p> <hr/> <hr/> <hr/> <hr/> <hr/>
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Performance Standard # 8—Check [√] Appropriate Box:

MEETS DISTRICT STANDARD	<input type="checkbox"/>	DOES NOT MEET DISTRICT STANDARD	<input type="checkbox"/>
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OVERALL SUMMARY

Check (☐) one in each row]

Standard	Meets District Standards	Does Not Meet District Standards
Standard #1—Vision for Learning		
Standard #2—Continuous School Improvement		
Standard #3—Instructional Leadership		
Standard #4—Culture for Learning		
Standard #5—Systems Management		
Standard #6—Staff Leadership		
Standard #7—Developing Relationships		

Standard #8—Professional Ethics and Advocacy		
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Significant Achievements:

Areas Needing Growth:

Principal Comments:

Superintendent Comments:

Recommendation for Continuous Improvement (check one)

<i>Task</i> (☐)	<i>Task Descriptor</i>
<input type="checkbox"/>	Professional Growth Plan
<input type="checkbox"/>	Action Plan
<input type="checkbox"/>	Improvement Plan and Remediation Targets

Date: _____ day of _____, 201__	Date: _____ day of _____, 201__
Signature: Principal	Signature: _____ Superintendent/Evaluator

PROFESSIONAL GROWTH PLAN

NAME OF PRINCIPAL:	DATE: _____, 201__

PROFESSIONAL GROWTH PLAN

Please identify two performance growth goals that capitalize on your professional talents/strengths and one growth goal that would enhance an area of improvement for you by supplying the following information: (Use a separate form for each goal).

Professional Goal:

Action Steps:	Timeline:	Evidence of progress toward success (Portfolio Artifacts)

Date: _____ day of _____, 201__	Date: _____ day of _____, 201__
Signature: Principal	Signature: _____ Superintendent/Evaluator

IMPROVEMENT PLAN AND REMEDIATION TARGET

NAME OF PRINCIPAL: _____ **DATE:** _____, 201__

A Remediation Target should be identified for each standard or significant performance indicator identified as not meeting district standards. A separate target should be written for each performance indicator. The Superintendent should establish the target to be achieved by the Principal, and the supporting evidence or measurable outcome, action plan, and timelines. The timelines should be completed within the next 12-month evaluation cycle or such earlier date as may be designated. Failure to meet the targets may result in a recommendation to end the employment contract. A separate alternative improvement plan may be utilized.

Performance Standard or Descriptor to be Remediated	Remediation Target (w/measurable outcomes)	Action Steps	Evidence of Progress

Date: _____ day of _____, 201__	Date: _____ day of _____, 201__
Signature: Principal	Signature: _____ Superintendent/Evaluator

General Fund Bank Cash Balance									
(Includes Qualified Capital Balance through 8/31/09)									
Beginning 2009, Depreciation and Int Bearing are included)									
	2013	2014	2015	2016	2017	2018	2019	2020	2021-22
Beginning Balance Gen Fund	1,585,463.76	1,489,428.79	2,381,335.73	2,628,307.90	3,072,199.66	2,880,041.09	1,772,301.35	1,170,378.99	1,171,036.78
-Qual Cap to 2010 Dep to 2018	273,698.95	285,864.58	264,126.12	283,975.81	279,510.11	208,659.61	-	-	-
	1,859,162.71	1,775,293.37	2,645,461.85	2,912,283.71	3,351,709.77	3,088,700.70	1,772,301.35	1,170,378.99	1,171,036.78
September									
Cash Receipts	1,574,742.03	1,901,841.43	2,079,281.88	2,389,138.56	2,164,460.75	2,070,539.53	2,032,423.79	2,176,439.93	2,427,050.00
Cash Expenditures	699,795.78	749,897.82	770,340.43	784,463.93	861,764.76	868,981.32	936,028.95	931,542.53	900,672.00
Month End Cash Balance	2,460,410.01	2,641,372.40	3,690,277.18	4,232,982.53	4,374,895.65	4,081,599.30	2,868,696.19	2,415,276.39	2,697,414.78
-Qual Cap to 2010 Dep to 2018	271,786.55	285,864.58	262,457.12	283,975.81	279,510.11	208,659.61			
	2,732,196.56	2,927,236.98	3,952,734.30	4,516,958.34	4,654,405.76	4,290,258.91	2,868,696.19	2,415,276.39	2,697,414.78
End Check Acct Balance									
October									
Cash Receipts	922,326.61	705,820.41	342,338.19	539,961.39	632,890.14	390,868.24	590,673.84	659,454.01	330,665.00
Cash Expenditures	780,667.00	784,224.80	808,854.94	808,447.45	826,275.75	853,726.95	893,526.18	897,048.58	851,004.00
Month End Cash Balance	2,602,069.62	2,562,968.01	3,223,760.43	3,964,496.47	4,181,510.04	3,618,740.59	2,565,843.85	2,177,681.82	2,177,075.78
-Qual Cap to 2010 Dep to 2018	271,786.55	285,864.58	262,457.12	283,975.81	251,319.11	208,659.61			
	2,873,856.17	2,848,832.59	3,486,217.55	4,248,472.28	4,432,829.15	3,827,400.20	2,565,843.85	2,177,681.82	2,177,075.78
End check Acct Balance									
November									
Cash Receipts	256,136.20	283,261.27	276,900.56	152,010.85	301,034.31	144,747.59	148,672.91	189,339.89	132,383.06
Cash Expenditures	805,845.22	891,905.56	897,974.59	1,034,561.56	1,024,178.04	1,058,002.01	1,026,118.38	1,110,649.89	995,916.37
End Chk Acct Balance	2,052,360.60	1,954,323.72	2,602,686.40	3,081,945.76	3,458,366.31	2,705,486.17	1,688,398.38	1,256,371.82	1,313,542.47
-Qual Cap to 2010 Dep to 2018	271,786.55	285,864.58	262,457.12	283,975.81	237,001.86	208,659.61			
	2,324,147.15	2,240,188.30	2,865,143.52	3,365,921.57	3,695,368.17	2,914,145.78	1,688,398.38	1,256,371.82	1,313,542.47
End Chk Acct Balance									
December									
Cash Receipts	281,901.30	318,816.73	183,565.85	248,227.51	167,658.14	352,086.99	185,317.66	170,821.39	235,029.00
Cash Expenditures	742,576.59	771,307.96	781,020.54	794,564.23	817,475.27	893,399.65	920,082.83	903,917.26	1,046,238.00
Month End Cash Balance	1,591,685.31	1,501,832.49	2,005,231.71	2,535,609.04	2,808,549.18	2,164,173.51	953,633.21	523,275.95	502,333.47
-Qual Cap to 2010 Dep to 2018	271,786.55	285,864.58	262,457.12	283,975.81	233,965.92				
	1,863,471.86	1,787,697.07	2,267,688.83	2,819,584.85	3,042,515.10				
End Chk Acct Balance									
January									
Cash Receipts	1,434,923.24	1,865,042.00	1,904,482.24	1,758,387.98	1,600,378.84	1,405,040.11	1,444,210.92	1,506,032.72	1,938,633.00
Cash Expenditures	857,283.76	861,675.54	811,692.06	896,957.50	846,506.33	857,572.22	882,259.48	868,868.38	899,520.00
Month End Total	2,169,324.79	2,505,198.95	3,098,021.89	3,397,039.52	3,562,421.69	2,711,641.40	1,515,584.65	1,160,440.29	1,541,446.47
-Qual Cap to 2010 Dep to 2018	271,786.55	285,864.58	262,457.12	283,975.81	233,965.92				
	2,441,111.34	2,791,063.53	3,360,479.01	3,681,015.33	3,796,387.61				
End Chk Acct Balance									
February									
Cash Receipts	620,761.06	716,588.06	661,182.53	789,776.06	796,399.95	564,395.79	742,250.21	644,793.61	

Cash Expenditures	752,725.07	759,230.29	889,961.02	899,588.08	1,002,823.90	976,953.80	897,779.93	868,434.42		
Month End Total	2,037,360.78	2,462,556.72	2,869,243.40	3,287,227.50	3,355,997.74	2,299,083.39	1,360,054.93	936,799.48	1,541,446.47	
-Qual Cap to 2010 Dep to 2018	208,706.55	285,864.58	262,457.12	283,975.81	233,965.92					
End Chk Acct Balance	2,246,067.33	2,748,421.30	3,131,700.52	3,571,203.31	3,589,963.66					
March										
Cash Receipts	445,480.88	601,244.39	467,981.80	546,787.36	505,316.58	498,500.80	654,502.30	608,803.83		
Cash Expenditures	777,883.01	754,360.93	824,769.35	793,112.90	799,409.70	810,096.43	927,120.20	816,973.30		
Month End Total	1,704,958.65	2,309,440.18	2,512,455.85	3,040,901.96	3,061,904.62	1,987,487.76	1,087,437.03	728,630.01	1,541,446.47	
-Qual Cap to 2010 Dep to 2018	208,706.55	285,864.58	262,457.12	283,975.81	233,965.92					
End Chk Acct Balance	1,913,665.20	2,595,304.76	2,774,912.97	3,324,877.77	3,295,870.54					
April										
Cash Receipts	418,470.73	482,389.43	401,911.22	472,010.44	576,145.18	460,516.61	509,610.36	635,634.67		
Cash Expenditures	818,417.96	858,547.93	883,917.19	900,153.47	770,451.88	828,378.82	826,888.68	943,996.02		
Month End Total	1,305,011.42	1,933,281.68	2,030,449.88	2,612,758.93	2,867,597.92	1,619,625.55	770,158.71	420,268.66	1,541,446.47	
-Qual Cap to 2010 Dep to 2018	194,772.92	276,864.58	262,451.12	283,975.81	233,965.92					
End Chk Acct Balance	1,499,784.34	2,210,146.26	2,292,901.00	2,896,734.74	3,101,563.84					
May										
Cash Receipts	2,498,696.02	2,648,551.21	2,462,495.13	2,325,525.95	2,297,523.79	2,665,006.46	3,341,112.96	3,264,238.39		
Cash Expenditures	736,135.45	742,221.16	757,324.38	840,947.23	1,049,245.47	1,074,728.38	937,444.35	1,379,090.35		
Month End Total	3,067,571.99	3,839,611.73	3,735,620.63	4,097,337.65	4,115,876.24	3,209,903.63	3,173,827.32	2,305,416.70	1,541,446.47	
-Qual Cap to 2010 Dep to 2018	166,374.52	276,864.28	238,062.10	283,975.81	233,965.92					
End Chk Acct Balance	3,233,946.51	4,116,476.01	3,973,682.73	4,381,313.46	4,349,842.16					
June										
Cash Receipts	791,233.86	781,685.78	1,231,067.50	1,389,240.76	1,088,957.55	934,839.52	343,740.41	823,668.43		
Cash Expenditure	814,811.45	787,943.27	805,837.02	841,703.12	822,606.96	829,381.31	843,548.45	807,538.76		
Month End Total	3,043,994.40	3,833,354.24	4,160,851.11	4,644,875.29	4,382,226.83	3,315,361.84	2,674,019.28	2,321,546.37	1,541,446.47	
-Qual Cap to 2010 Dep to 2018	166,374.52	276,564.58	237,256.50	233,707.37	158,659.61					
End Chk Acct Balance	3,210,368.92	4,109,918.82	4,398,107.61	4,878,582.66	4,540,886.44					
July										
Cash Receipts	74,408.52	138,536.92	130,949.53	166,613.97	174,917.61	123,433.81	181,177.06	374,240.47		
Cash Expenditures	791,387.78	805,292.30	902,920.20	1,005,178.81	926,970.47	925,075.10	1,064,956.23	930,820.06		
Month End Total	2,327,015.14	3,166,598.86	3,388,880.44	3,806,310.45	3,630,173.97	2,513,720.55	1,790,240.11	1,764,966.78	1,541,446.47	
-Qual Cap to 2010 Dep to 2018	135,864.58	268,574.99	228,712.81	229,510.11	158,659.61					
End Chk Acct Balance	2,462,879.72	3,435,173.85	3,617,593.25	4,035,820.56	3,788,833.58					
August										
Cash Receipts	143,913.82	143,292.77	143,931.34	159,624.44	143,342.54	177,787.62	178,321.82	246,814.00		
Cash Expenditures	981,500.17	928,555.90	904,503.88	893,735.23	893,475.42	919,207.09	798,182.94	840,744.00		
Month End Total	1,489,428.79	2,381,335.73	2,628,307.90	3,072,199.66	2,880,041.09	1,772,301.08	1,170,378.99	1,171,036.78	1,541,446.47	

-Qual Cap to 2010 Dep to 2018	285,864.58	264,126.12	283,975.81	279,510.11	208,659.61					
	1,775,293.37	2,645,461.85	2,912,283.71	3,351,709.77	3,088,700.70					
End Chk Acct Balance										
Total GF Cash Receipts for Year	9,462,994.27	10,587,070.40	10,286,087.77	10,937,305.27	10,449,025.38	9,787,763.07	10,352,014.24	11,300,281.34	5,063,760.06	
	0.03	0.12	(0.03)	0.06	(0.04)	(0.06)	0.06	0.09	#DIV/0!	

Wayne Public Schools

Rollup Report

FUND	FUNCTION	Actuals January 2022	Adopted Budget	Current Budget	Actuals (YTD)	Available	% of Budget
01 - General Fund	011000 - Reg. Inst	\$445,668.96	\$5,810,078.05	\$5,810,078.05	\$2,318,034.21	\$3,492,043.84	39.90
01 - General Fund	011250 - Regular Instructional Programs School Age (Flex-Spending)	\$2,086.13	\$38,240.05	\$38,240.05	\$13,025.63	\$25,214.42	34.06
01 - General Fund	011500 - Limited English Proficiency Programs	\$6,108.31	\$90,580.04	\$90,580.04	\$35,858.04	\$54,722.00	39.59
01 - General Fund	011600 - Poverty Programs	\$5,986.48	\$73,350.03	\$73,350.03	\$29,932.40	\$43,417.63	40.81
01 - General Fund	011900 - Early Childhood Educational Programs	\$3,019.20	\$82,400.01	\$82,400.01	\$19,202.79	\$63,197.22	23.30
01 - General Fund	012001 - Sped - Administration	\$12,702.96	\$166,712.03	\$166,712.03	\$62,992.25	\$103,719.78	37.79
01 - General Fund	012003 - Sped - Teaching	\$63,280.33	\$816,966.21	\$816,966.21	\$359,553.89	\$457,412.32	44.01
01 - General Fund	012004 - Sped - Transition	\$426.60	\$6,000.00	\$6,000.00	\$1,425.50	\$4,574.50	23.76
01 - General Fund	012005 - Sped - Barrier removal	\$40,992.50	\$290,000.00	\$290,000.00	\$122,977.50	\$167,022.50	42.41
01 - General Fund	012910 - Special Education Instructional Programs - Ages 3-5	\$0.00	\$44,900.02	\$44,900.02	\$310.50	\$44,589.52	0.69
01 - General Fund	012950 - Special Education Instructional Programs - Unified Sports	\$289.90	\$3,550.01	\$3,550.01	\$1,449.50	\$2,100.51	40.83
01 - General Fund	013000 - Summer School -Driver Ed	\$0.00	\$20,000.00	\$20,000.00	\$0.00	\$20,000.00	0.00
01 - General Fund	013001 - Summer School - Jump Start	\$0.00	\$17,700.01	\$17,700.01	\$0.00	\$17,700.01	0.00
01 - General Fund	021200 - Guidance Services	\$14,478.45	\$182,437.03	\$182,437.03	\$74,202.05	\$108,234.98	40.67
01 - General Fund	021300 - Health Services	\$3,415.61	\$43,755.01	\$43,755.01	\$17,366.04	\$26,388.97	39.69
01 - General Fund	021310 - Health Services: Sped School Age	\$1,634.50	\$18,050.01	\$18,050.01	\$8,262.50	\$9,787.51	45.78
01 - General Fund	021410 - Psychological Services - SPED - School Age	\$11,812.50	\$156,100.00	\$156,100.00	\$35,437.50	\$120,662.50	22.70
01 - General Fund	021510 - Speech Pathology and Audiology Services - SPED - School Age	\$10,377.61	\$122,100.02	\$122,100.02	\$51,536.90	\$70,563.12	42.21
01 - General Fund	021610 - Occupational Therapy-Related Services - SPED - School Age	\$1,636.67	\$20,000.00	\$20,000.00	\$5,049.37	\$14,950.63	25.25
01 - General Fund	021710 - Physical Therapy-Related Services - SPED - School Age	\$266.00	\$7,500.00	\$7,500.00	\$1,538.00	\$5,962.00	20.51
01 - General Fund	021810 - Visually Impaired or Vision Services - SPED - School Age	\$909.83	\$8,500.01	\$8,500.01	\$4,164.30	\$4,335.71	48.99
01 - General Fund	021900 - Support Services - Student - Other	\$5,233.77	\$147,701.02	\$147,701.02	\$25,892.25	\$121,808.77	17.53
01 - General Fund	022130 - Instructional Staff Training	\$0.00		\$0.00	\$880.00	(\$880.00)	
01 - General Fund	022200 - Library or Media Services	\$5,356.16	\$166,590.03	\$166,590.03	\$28,009.47	\$138,580.56	16.81
01 - General Fund	022240 - Educational Television Services	\$0.00	\$15,000.00	\$15,000.00	\$6,613.88	\$8,386.12	44.09
01 - General Fund	022300 - Instruction-Related Technology	\$7,071.54	\$199,842.04	\$199,842.04	\$47,166.68	\$152,675.36	23.60
01 - General Fund	023100 - Board of Education	\$3,869.94	\$71,925.00	\$71,925.00	\$16,998.07	\$54,926.93	23.63
01 - General Fund	023200 - Executive Administration	\$22,476.66	\$294,300.01	\$294,300.01	\$115,658.12	\$178,641.89	39.30

01 - General Fund	023300 - District Legal Services	\$1,814.00	\$25,000.00	\$25,000.00	\$6,597.50	\$18,402.50	26.39
01 - General Fund	024100 - Office of the Principal	\$59,174.27	\$746,374.06	\$746,374.06	\$304,468.95	\$441,905.11	40.79
01 - General Fund	024900 - School Administration Other	\$5,449.70	\$66,600.01	\$66,600.01	\$27,398.50	\$39,201.51	41.14
01 - General Fund	025100 - Fiscal Services	\$14,487.89	\$278,815.03	\$278,815.03	\$110,943.87	\$167,871.16	39.79
01 - General Fund	025300 - Printing, Publishing, and Duplicating Services	\$1,986.70		\$0.00	\$7,946.80	(\$7,946.80)	
01 - General Fund	025700 - Personnel Services	\$0.00		\$0.00	\$40.00	(\$40.00)	
01 - General Fund	026100 - Operation of Buildings	\$22,554.27	\$416,000.01	\$416,000.01	\$154,935.78	\$261,064.23	37.24
01 - General Fund	026200 - Maintenance of Buildings	\$39,221.00	\$681,800.02	\$681,800.02	\$222,704.84	\$459,095.18	32.66
01 - General Fund	026300 - Care and Upkeep of Grounds	\$2,474.87	\$46,400.00	\$46,400.00	\$5,387.29	\$41,012.71	11.61
01 - General Fund	026400 - Care and Upkeep of Equipment	\$0.00	\$30,000.00	\$30,000.00	\$3,947.50	\$26,052.50	13.16
01 - General Fund	026500 - Vehicle Operation and Maintenance (Other Than Student Transportation Vehicles)	\$220.83	\$20,000.00	\$20,000.00	\$3,762.75	\$16,237.25	18.81
01 - General Fund	027100 - Vehicle Operation and Purchasing - Regular Education	\$41,501.06	\$468,500.00	\$468,500.00	\$184,541.70	\$283,958.30	39.39
01 - General Fund	027120 - Vehicle Operation and Purchasing - School Age SPED	\$1,149.62	\$45,830.07	\$45,830.07	\$10,481.77	\$35,348.30	22.87
01 - General Fund	027220 - Monitoring Services - School Age SPED	\$375.97	\$11,770.05	\$11,770.05	\$2,911.53	\$8,858.52	24.74
01 - General Fund	027300 - Vehicle Servicing and Maintenance - Regular Education	\$315.69	\$16,000.00	\$16,000.00	\$3,789.79	\$12,210.21	23.69
01 - General Fund	027320 - Vehicle Servicing and Maintenance - School Age SPED	\$103.90	\$6,000.00	\$6,000.00	\$338.92	\$5,661.08	5.65
01 - General Fund	033000 - Community Services Operations	\$717.88	\$38,505.01	\$38,505.01	\$5,695.32	\$32,809.69	14.79
01 - General Fund	034001 - Categorical Grants from Corporations & Other Private Citizens	\$1,108.46		\$0.00	\$2,608.46	(\$2,608.46)	
01 - General Fund	035350 - High Ability Learners	\$391.17	\$7,000.00	\$7,000.00	\$1,955.85	\$5,044.15	27.94
01 - General Fund	035400 - State Early Childhood	\$7,982.47	\$43,150.00	\$43,150.00	\$39,912.35	\$3,237.65	92.50
01 - General Fund	062000 - Federal Services - Title I, Part A ESSA Improving Basic Programs Operated by Local Educational Agencies	\$9,244.30	\$128,700.00	\$128,700.00	\$48,917.81	\$79,782.19	38.01
01 - General Fund	062100 - Federal Services - Title I, Part A Accountability ESSA Improving Basic Programs Accountability	\$0.00		\$0.00	\$150.00	(\$150.00)	
01 - General Fund	063100 - Federal Services - Title II, Part A ESSA Supporting Effective Instruction	\$3,022.72	\$19,000.01	\$19,000.01	\$9,068.16	\$9,931.85	47.73
01 - General Fund	064040 - Federal Services - IDEA Part B (611) Base Allocation - Birth Through Age Four	\$10,577.37	\$144,350.07	\$144,350.07	\$49,184.18	\$95,165.89	34.07
01 - General Fund	064060 - Federal Services - IDEA Preschool (619) Base Allocation	\$0.00	\$0.01	\$0.01	\$0.00	\$0.01	0.00
01 - General Fund	064100 - Federal Services - IDEA Enrollment or Poverty (611)	\$0.00	\$66,800.01	\$66,800.01	\$0.00	\$66,800.01	0.00
01 - General Fund	064110 - Federal Services - IDEA Part B Early Intervening Services	\$0.00		\$0.00	\$1,123.40	(\$1,123.40)	

01 - General Fund	064120 - Federal Services - IDEA Part B Proportionate Share	\$0.00	\$5,000.00	\$5,000.00	\$0.00	\$5,000.00	0.00
01 - General Fund	069250 - Federal Services - Title III ESSA - ELL	\$0.00	\$11,000.00	\$11,000.00	\$704.95	\$10,295.05	6.41
01 - General Fund	069690 - Federal Services - Title IV, Part A ESSA	\$0.00	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	0.00
01 - General Fund	069970 - CRRSA ESSER II - Elementary and Secondary Emergency Relief II	\$0.00		\$0.00	\$2,896.71	(\$2,896.71)	
01 - General Fund	069980 - CRRSA ESSER III - Elementary and Secondary Emergency Relief III	\$6,545.46		\$0.00	\$77,399.08	(\$77,399.08)	
01 - General Fund	080000 - Transfers (Outgoing)	\$0.00	\$12,000.00	\$12,000.00	\$0.00	\$12,000.00	0.00
01 - General Fund	090000 - Non-Program Expenditure	\$0.00		\$0.00	\$2,553.00	(\$2,553.00)	
Subtotal of Element: [FUND] 01 - General Fund		\$899,520.21	\$12,258,871.00	\$12,258,871.00	\$4,695,904.10	\$7,562,966.90	
Grand Total		\$899,520.21	\$12,258,871.00	\$12,258,871.00	\$4,695,904.10	\$7,562,966.90	



Wayne Community Schools “Learning for Life”

Wayne Jr/Sr High School
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www.wayneschools.org

Wayne Elementary School
312 Douglas Street
Wayne, NE 68787
Phone: 402-375-3854
Fax: 402-375-1702
www.wayneschools.org

Early Learning Center
Sunnyview Place Bus. Park
803 Providence Road
Wayne, NE 68787
Phone: 402-833-1450
www.wayneschools.org

February 7, 2022

Dear Honoree,

In-person Honor Coffees are back!

On behalf of the Wayne Community Schools Board of Education, you are invited to attend our monthly Board of Education Honor Coffee on Monday, February 14, 2022, at 6:30 p.m., in the Jr/Sr High School Commons. Family and friends are encouraged to attend and share in your recognition. We will be honoring the following individuals:

Jr. High Quiz Bowl Teams: John Piper, Gavin Anderson, Josie Ley, Aidan Bohnert, Kearstin Schaffer, Ryder Olberding, Blake Smith, Ben Haschke, Konnor Kai

Boys & Girls District Bowling Champs: Jacob Anderson, James Dorcey, Jaden Dramse, Brogan Foote, Shayne Geidner, Brooks Kneifl, Calvin Starzl, Riley Haschke, Jamie Janke, Jersi Jensen, Joslyn Johnson, Lindsay Niemann, Brianna Nissen, Catherine Rutenbeck

National Anthem Singer: Norah Armstrong

Prior to the Honor Coffee, the Board of Education will meet in regular session at 5:00 p.m. in the Jr/Sr High School Library, Room 407. You are invited to attend the meeting. We look forward to seeing you on February 14!

Sincerely,

Dr. Mark Lenihan
Superintendent