

Board of Education Regular Meeting
Monday, August 13, 2018 7:30 PM
Saline County School District 76-0068
501 Main Street
Friend, NE 68359-0067

Board of Education Goals

- **Allocate resources to effectively and efficiently meet the educational needs of the district.**
- **Ensure vertically and horizontally aligned curriculum.**
- **Implement a district instructional program based on current research and best practice.**
- **Provide facilities that maximize student learning opportunities.**

1. Call to Order and Roll Call
2. Notice of Open Meeting Act - Posted
3. Motion to excuse absent board members
4. Pledge of Allegiance
5. Approval of the agenda
6. Consent Agenda
 - 6.1. Hold for discussion and for possible action approval of the following items:
 - 6.1.1. Minutes of prior meeting(s)
 - 6.1.2. Treasurer's report
 - 6.1.3. Receipts
 - 6.1.4. Expenditures
 - 6.1.5. Claims for payment
7. Public Forum: Recognition of visitors, delegations, and reading of communications.
8. Reports

8.1. Committee:

8.1.1. Budget

8.2. Administration

8.2.1. Principal's Report

8.2.2. Superintendent

9. Action Items

9.1. Approve option enrollment resolution to set capacity for grades and programs.
Policy 5006

9.2. Approve Policy 3231 Video Surveillance and Policy 1320 Memorials

9.3. Approve revisions to policy 3131 Procurement Plan- School Food Authorities

9.4. Approve resignation of Michelle Schiffern, school nurse, at the end of December, 2018.

10. Discussion Items

10.1. Update on 2018-19 anticipated budget and levies.

11. Adjournment- The next regularly scheduled BOE meeting will be held on September 10, 2018 at 7:30 in the Friend Public School library.

INSTRUCTIONS FOR THOSE WHO WISH TO SPEAK DURING PUBLIC FORUM

(Agenda items only) Public comment time is the time to request to speak to items listed on this agenda. The public forum is available for interested parties that are not part of any formal presentation regarding a specific agenda item. Patrons wishing to address the board need to request to be recognized by the Board President or Chair of the meeting prior to the beginning of the meeting.

(Non agenda item) this is the time to request to speak to any nonagenda topic concerning the school district. Since it is not an agenda item, the board cannot discuss or take action at this time. The BOE may choose to place the item on a future agenda for consideration &/or action.

Time Limit: The Board President of chair for the meeting shall have the authority to establish reasonable time limits for individual speakers (generally five minutes) and for the duration of public forum sessions.

Personnel or Student Topic: Patrons wishing to address the board regarding a personnel or student issue need to understand that Board policies require that such concerns initially be directed to the administration for consideration. Board members will generally not respond to any questions or comments directed toward or about individual staff members and/or students. Patrons are cautioned that slanderous comments are not protected just because they are made at Board meeting.

General Rules: Please remember that this is a public meeting for the conduct of the business of the Board of Education. Offensive language, personal attacks and hostile conduct will not be tolerated.

This agenda contains a list of subjects known at the time of its distribution. A copy of the agenda reflecting any changes will be available for public inspection during normal business hours in the office of the Superintendent. Except for the items of an emergency nature, the agenda will not be enlarged later than 24 hours before the scheduled start of the meeting.

Board of Education Parental Involvement Hearing
SALINE COUNTY SCHOOL DISTRICT 76-0068

501 Main Street

Friend, NE 68359-0067

Tuesday, July 17, 2018 7:30 PM

Nate Klenke: Present
Paul Segner: Present
Scott Spohn: Present
Jamie Tuttle: Present
Nancy Vossler: Present
Scott Vyhnalek: Present

1. Call to Order and Roll Call

2. Policy 6400 Review

3. INVITE AND CONSIDER ANY PUBLIC COMMENTS AND SUGGESTIONS THAT
WOULD LEAD TO AN IMPROVED POLICY

No discussion

4. Adjournment

Move to adjourn hearing Passed with a motion by Paul Segner and a second by Nate Klenke.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea,
Scott Vyhnalek: Yea

Yea: 6, Nay: 0

Board of Education Regular Meeting
SALINE COUNTY SCHOOL DISTRICT 76-0068
501 Main Street
Friend, NE 68359-0067
Tuesday, July 17, 2018 7:30 PM

Nate Klenke: Present
Paul Segner: Present
Scott Spohn: Present
Jamie Tuttle: Present
Nancy Vossler: Present
Scott Vyhnalek: Present

1. Call to Order and Roll Call

2. Notice of Open Meeting Act - Posted

3. Motion to excuse absent board members

4. Pledge of Allegiance

5. Approval of the agenda

Motion to approve agenda as presented, Passed with a motion by Nate Klenke and a second by Jamie Tuttle.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

6. Consent Agenda

6.1. Hold for discussion and for possible action approval of the following items:

Move to approve consent agenda as presented, Passed with a motion by Nate Klenke and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnalek: Yea

Yea: 6, Nay: 0

6.1.1. Minutes of prior meeting(s)

6.1.2. Treasurer's report

6.1.3. Receipts

6.1.4. Expenditures

6.1.5. Claims for payment

7. Public Forum: Recognition of visitors, delegations, and reading of communications.

Mr. Kraus thanked the family of Margie Tabor for their donation of \$1,000 for music program.

7.1. Presentation by FES on Community Branding Project

Dan Kunzman and Matt Landis of FES presented on a community branding project. The City of Friend would like the school and other community institutions and businesses to be involved in the process.

7.2. Technology Update

Chris Nieveen, ESU6 tech support, updated the board on the numerous improvements and updates to the school's technology plan. He reviewed all the updates and changes in technology at FPS over the last year and a half, and listed the next projects that we will need to plan for-- new wireless system, phone system, pa system, and learning management system.

8. Reports

8.1. Committee:

Negotiations met tonight prior to the board meeting to review and make a proposal for Classified staff wages for the upcoming school year.

8.2. Administration

8.2.1. Superintendent

SDE Conference in Las Vegas was attended by Mr. Kraus and five teachers, and was very worthwhile. School Administrator Days will be attended by Mr. Kraus and Mrs. Stutzman next week. NASB Area Membership Meeting is September 19 in York. Carpet was replaced in third grade, intervention rooms, and guidance office. Gym floors will be refinished in the next few weeks. Several classified positions need to be filled yet.

9. Action Items

9.1. Approve the rate of pay for the classified staff for the 2018-2019 school year.

Move to increase Classified staff pay by 3% for hourly wages and 4% for salaried staff. Passed with a motion by Scott Spohn and a second by Jamie Tuttle.

Paul Segner: Abstain (With Conflict), Nate Klenke: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 5, Nay: 0, Abstain (With Conflict): 1

9.2. Approve Michele Johnson-Clouse as an authorized entity to act on behalf of the school district.

So moved Passed with a motion by Nate Klenke and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 6, Nay: 0

9.3. Approve David Kraus as an authorized entity to act on behalf of the school district.

So moved Passed with a motion by Scott Spohn and a second by Paul Segner.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 6, Nay: 0

9.4. Approve contract from Midwest Tennis and Track for track maintenance and improvements.

Approve contract from Midwest Tennis & Track for \$43,950 to perform maintenance and improvements on track as noted. Passed with a motion by Nate Klenke and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 6, Nay: 0

9.5. Approve bid to install new burner on existing boiler.

Approve Fusion Boiler Works bid for \$25,890 for improvements on boiler Passed with a motion by Scott Spohn and a second by Paul Segner.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 6, Nay: 0

9.6. Hold for discussion and possible action a motion to reaffirm the Parental Involvement Policy as written.

9.7. Hold for discussion and possible action a motion to reaffirm the Student Fee Policy as written.

Approve Parental Involvement Policy and Student Fee Policy as written Passed with a motion by Nate Klenke and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 6, Nay: 0

9.8. Approve adding 5 transition days to K-12 principal contract for 2018-19 school year.

Approve adding 5 transition days to the K-12 principal contract for 2018-19 school year at the per daily rate Passed with a motion by Jamie Tuttle and a second by Scott Spohn.

Nate Klenke: Nay, Nancy Vossler: Nay, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Scott Vyhnaek: Yea

Yea: 4, Nay: 2

9.9. Approve counselor job description and evaluation instrument

Approve guidance counselor job description and evaluation instrument as presented, Passed with a motion by Paul Segner and a second by Nate Klenke.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea, Scott Vyhnaek: Yea

Yea: 6, Nay: 0

10. Discussion Items

10.1. 1st Reading Policy 1320 Memorials

BOE Policy 1320 Memorials was presented.

10.2. 1st Reading Policy 3231 Video Surveillance

BOE Policy 3231 Video Surveillance was presented.

10.3. 1st Reading Policy 5205 Student Community Service-Graduation (revised)

Waive second reading and approve BOE Policy 5205 Student Community Service - Graduation Passed with a motion by Scott Spohn and a second by Paul Segner.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea,
Scott Vyhnalek: Yea

Yea: 6, Nay: 0

BOE Policy 5205 Student Community Service-Graduation revisions was discussed, and moved
to Action Item.

11. Adjournment- The next regularly scheduled BOE meeting will be held on August 13, 2018 at
7:30 in the Friend Public School library.

Motion to adjourn at 9:00pm Passed with a motion by Nancy Vossler and a second by Nate
Klenke.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea,
Scott Vyhnalek: Yea

Yea: 6, Nay: 0

Board of Education Student Fees Hearing
SALINE COUNTY SCHOOL DISTRICT 76-0068
501 Main Street
Friend, NE 68359-0067
Tuesday, July 17, 2018 7:35 PM

Nate Klenke: Present
Paul Segner: Present
Scott Spohn: Present
Jamie Tuttle: Present
Nancy Vossler: Present
Scott Vyhnalek: Present

1. Call to Order and Roll Call

2. Discussion and consideration to reaffirm Student Fees Policy 5416.

3. INVITE AND CONSIDER ANY PUBLIC COMMENTS AND SUGGESTIONS THAT
WOULD LEAD TO AN IMPROVED POLICY

No comments

4. Adjournment

Move to adjourn Passed with a motion by Scott Spohn and a second by Nancy Vossler.

Nate Klenke: Yea, Paul Segner: Yea, Scott Spohn: Yea, Jamie Tuttle: Yea, Nancy Vossler: Yea,
Scott Vyhnalek: Yea

Yea: 6, Nay: 0

Friend Public Schools Bank Account Information

GENERAL FUND						
General Fund Checking					Acct: xxx925	
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other GF Accts	Interest	Ending Balance
Aug 17						\$11,009.65
Sep 17	\$11,009.65	\$111,637.82	\$113,792.77	\$0.00	\$0.00	\$13,164.60
Oct 17	\$13,164.60	\$47,897.80	\$46,541.26	\$0.00	\$0.00	\$11,808.06
Nov 17	\$11,808.06	\$98,025.71	\$38,415.60	\$85,000.00	\$0.00	\$37,197.95
Dec 17	\$37,197.95	\$54,055.01	\$72,065.70	-\$45,000.00	\$0.00	\$10,208.64
Jan 18	\$10,208.64	\$110,884.65	\$209,740.48	-\$100,000.00	\$0.00	\$9,064.47
Feb 18	\$9,064.47	\$59,531.83	\$190,223.05	-\$92,393.87	\$0.00	\$47,361.82
Mar 18	\$47,361.82	\$45,687.65	\$78,105.97	-\$50,000.00	\$0.00	\$29,780.14
Apr 18	\$29,780.14	\$86,952.89	\$53,200.73	\$5,000.00	\$0.00	\$1,027.98
May 18	\$1,027.98	\$56,371.24	\$185,982.33	-\$120,000.00	\$0.00	\$10,639.07
Jun 18	\$10,639.07	\$64,068.15	\$99,433.68	-\$35,000.00	\$0.00	\$11,004.60
Jul 18	\$11,004.60	\$100,945.49	\$105,343.68	\$0.00	\$0.00	\$15,402.79
Aug 18	\$15,402.79				\$0.00	\$15,402.79
Payroll Checking					Acct: xxx996	
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other GF Accts	Interest	Ending Balance
Aug 17						\$10,000.00
Sep 17	\$10,000.00	\$316,755.35	\$7,715.65	\$309,039.70	\$0.00	\$10,000.00
Oct 17	\$10,000.00	\$303,393.92	\$8,507.98	\$294,885.94	\$0.00	\$10,000.00
Nov 17	\$10,000.00	\$279,158.96	\$8,370.18	\$270,788.78	\$0.00	\$10,000.00
Dec 17	\$10,000.00	\$276,541.56	\$31,128.64	\$235,412.92	\$0.00	\$0.00
Jan 18	\$0.00	\$268,128.11	\$6,158.01	\$261,970.10	\$0.00	\$0.00
Feb 18	\$0.00	\$274,055.54	\$6,661.67	\$267,393.87	\$0.00	\$0.00
Mar 18	\$0.00	\$268,239.09	\$6,686.22	\$261,552.87	\$0.00	\$0.00
Apr 18	\$0.00	\$278,904.11	\$7,754.04	\$271,150.07	\$0.00	\$0.00
May 18	\$0.00	\$279,620.94	\$7,575.11	\$272,045.83	\$0.00	\$0.00
Jun 18	\$0.00	\$226,592.06	\$0.00	\$226,592.06	\$0.00	\$0.00
Jul 18	\$0.00	\$225,349.08	\$0.00	\$225,349.08	\$0.00	\$0.00
Aug 18	\$0.00				\$0.00	\$0.00
General Fund Savings - Account & CD's					Acct: xxx889	
<i>Term</i>	<i>CD Number</i>	<i>Invest Bal</i>	<i>Maturity</i>	<i>Interest Rate</i>		
12 m CD#:	xxxxxx335	\$110,556.27	3/13/2019	1.44%		
36 m CD#:	xxxxxx334	\$143,418.79	3/13/2019	1.24%		
		\$253,975.06	-----> Total CD's			
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other GF Accts	Interest	Ending Balance
Aug 17						\$368,000.57
Sep 17	\$368,000.57	\$0.00	\$640,472.06	-\$309,039.70	\$421.03	\$699,853.96
Oct 17	\$699,853.96	\$0.00	\$231,764.29	-\$294,885.94	\$568.22	\$637,300.53
Nov 17	\$637,300.53	\$0.00	\$0.00	-\$355,788.78	\$345.89	\$281,857.64
Dec 17	\$281,857.64	\$91,000.00	\$0.00	-\$190,412.92	\$71.64	\$516.36
Jan 18	\$516.36	\$0.00	\$780,048.90	-\$161,970.10	\$485.81	\$619,080.97
Feb 18	\$619,080.97	\$0.00	\$244,780.06	-\$175,000.00	\$861.69	\$689,722.72
Mar 18	\$689,722.72	\$0.00	\$140,338.04	-\$211,552.87	\$961.52	\$619,469.41
Apr 18	\$619,469.41	\$0.00	\$68,712.03	-\$276,150.07	\$729.89	\$412,761.26
May 18	\$412,761.26	\$0.00	\$724,191.13	-\$152,045.83	\$1,033.38	\$985,939.94
Jun 18	\$985,939.94	\$0.00	\$311,050.36	-\$191,592.06	\$1,475.86	\$1,106,874.10
Jul 18	\$1,106,874.10	\$0.00	\$0.00	-\$225,349.08	\$1,416.20	\$882,941.22
Aug 18	\$882,941.22					\$882,941.22
Net trsfs between GF accounts				\$0.00		

SCHOOL NUTRITION FUND

Lunch Fund Checking					Acct: xxx085	
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other Funds	Interest	Ending Balance
Aug 17						\$3,016.06
Sep 17	\$3,016.06	\$15,470.97	\$18,068.66	\$0.00	\$0.00	\$5,613.75
Oct 17	\$5,613.75	\$14,536.75	\$12,145.89	\$0.00	\$0.00	\$3,222.89
Nov 17	\$3,222.89	\$18,015.41	\$16,442.70	\$0.00	\$0.00	\$1,650.18
Dec 17	\$1,650.18	\$14,765.42	\$18,660.80	\$0.00	\$0.00	\$5,545.56
Jan 18	\$5,545.56	\$11,110.25	\$10,233.22	\$0.00	\$0.00	\$4,668.53
Feb 18	\$4,668.53	\$13,988.42	\$16,308.56	\$0.00	\$0.00	\$6,988.67
Mar 18	\$6,988.67	\$13,076.81	\$11,020.13	\$0.00	\$0.00	\$4,931.99
Apr 18	\$4,931.99	\$13,625.22	\$11,914.77	\$0.00	\$0.00	\$3,221.54
May 18	\$3,221.54	\$14,167.91	\$12,872.35	\$0.00	\$0.00	\$1,925.98
Jun 18	\$1,925.98	\$1,967.26	\$3,564.37	\$0.00	\$0.00	\$3,523.09
Jul 18	\$3,523.09	\$0.00	\$0.00	\$0.00	\$0.00	\$3,523.09
Aug 18	\$3,523.09			\$0.00	\$0.00	\$3,523.09

SPECIAL BUILDING FUND

Special Building Fund Checking					Acct: xxx065	
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other SBF Accts	Interest	Ending Balance
Aug 17						\$0.00
Sep 17	\$0.00	\$1,412.40	\$0.00	\$1,412.40	\$0.00	\$0.00
Oct 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nov 17	\$0.00	\$2,175.07	\$0.00	\$2,175.07	\$0.00	\$0.00
Dec 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jan 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Feb 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mar 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Apr 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
May 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jun 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jul 18	\$0.00	\$14,419.46	\$0.00	\$14,419.46	\$0.00	\$0.00
Aug 18	\$0.00				\$0.00	\$0.00

Special Building Fund Savings					Acct: xxx902	
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other SBF Accts	Interest	Ending Balance
Aug 17						\$901,602.87
Sep 17	\$901,602.87	\$0.00	\$24,616.15	-\$1,412.40	\$676.62	\$925,483.24
Oct 17	\$925,483.24	\$0.00	\$8,557.38	\$0.00	\$711.06	\$934,751.68
Nov 17	\$934,751.68	\$0.00	\$647.43	-\$2,175.07	\$690.77	\$933,914.81
Dec 17	\$933,914.81	\$23,000.00	\$570.66	\$0.00	\$959.69	\$912,445.16
Jan 18	\$912,445.16	\$0.00	\$36,746.82	\$0.00	\$1,244.85	\$950,436.83
Feb 18	\$950,436.83	\$0.00	\$4,098.48	\$0.00	\$1,162.12	\$955,697.43
Mar 18	\$955,697.43	\$0.00	\$2,037.32	\$0.00	\$1,292.38	\$959,027.13
Apr 18	\$959,027.13	\$0.00	\$1,314.79	\$0.00	\$1,254.39	\$961,596.31
May 18	\$961,596.31	\$0.00	\$12,250.27	\$0.00	\$1,308.72	\$975,155.30
Jun 18	\$975,155.30	\$0.00	\$4,868.64	\$0.00	\$1,278.75	\$981,302.69
Jul 18	\$981,302.69	\$0.00	\$434.12	-\$14,419.46	\$1,319.39	\$968,636.74
Aug 18	\$968,636.74					\$968,636.74

Qualified Capital Purpose Undertaking Fund						
QCPUF Checking				Acct: xxx970		
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other Funds	Interest	Ending Balance
Aug 17						\$0.00
Sep 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Oct 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Nov 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Dec 17	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Jan 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Feb 18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Mar 18	\$0.00				\$0.00	\$0.00
Apr 18	\$0.00					\$0.00
May 18	\$0.00					\$0.00
Jun 18	\$0.00					\$0.00
Jul 18	\$0.00					\$0.00
Aug 18	\$0.00				\$0.00	\$0.00
account closed 2-20-18						
QCPUF Savings				Acct: xxx931		
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other Funds	Interest	Ending Balance
Aug 17						\$25,805.88
Sep 17	\$25,805.88	\$0.00	\$0.00	\$0.00	\$9.54	\$25,815.42
Oct 17	\$25,815.42	\$0.00	\$0.00	\$0.00	\$10.36	\$25,825.78
Nov 17	\$25,825.78	\$0.00	\$0.00	\$0.00	\$10.61	\$25,836.39
Dec 17	\$25,836.39	\$0.00	\$0.00	\$0.00	\$13.98	\$25,850.37
Jan 18	\$25,850.37	\$0.00	\$0.00	\$0.00	\$18.10	\$25,868.47
Feb 18	\$25,868.47	\$25,868.47	\$0.00	\$0.00	\$0.00	\$0.00
Mar 18	\$0.00					\$0.00
Apr 18	\$0.00					\$0.00
May 18	\$0.00					\$0.00
Jun 18	\$0.00					\$0.00
Jul 18	\$0.00					\$0.00
Aug 18	\$0.00					\$0.00
account closed 2-20-18 transferred balance to General Fund						

DEPRECIATION FUND						
Depreciation Fund Savings				Acct: xxx915		
Month	Beg Balance	Expenditures	Receipts	Trsf (To)/From Other Funds	Interest	Ending Balance
Aug 17						\$164,448.82
Sep 17	\$164,448.82	\$0.00	\$0.00	\$0.00	\$74.34	\$164,523.16
Oct 17	\$164,523.16	\$0.00	\$0.00	\$0.00	\$76.85	\$164,600.01
Nov 17	\$164,600.01	\$0.00	\$50,000.00	\$0.00	\$87.22	\$214,687.23
Dec 17	\$214,687.23	\$0.00	\$0.00	\$0.00	\$145.28	\$214,832.51
Jan 18	\$214,832.51	\$22,200.00	\$0.00	\$0.00	\$181.38	\$192,813.89
Feb 18	\$192,813.89	\$0.00	\$0.00	\$0.00	\$161.22	\$192,975.11
Mar 18	\$192,975.11	\$0.00	\$0.00	\$0.00	\$178.65	\$193,153.76
Apr 18	\$193,153.76	\$0.00	\$0.00	\$0.00	\$173.04	\$193,326.80
May 18	\$193,326.80	\$0.00	\$0.00	\$0.00	\$178.97	\$193,505.77
Jun 18	\$193,505.77	\$0.00	\$0.00	\$0.00	\$173.36	\$193,679.13
Jul 18	\$193,679.13	\$0.00	\$0.00	\$0.00	\$179.30	\$193,858.43
Aug 18	\$193,858.43					\$193,858.43

BOND FUND

Bond Fund Savings		Trsf (To)/From Other			Acct: xxx055	
Month	Beg Balance	Expenditures	Receipts	Funds	Interest	Ending Balance
Aug 17						\$107,383.83
Sep 17	\$107,383.83	\$0.00	\$76,168.03	\$0.00	\$66.92	\$183,618.78
Oct 17	\$183,618.78	\$0.00	\$37,792.93	\$0.00	\$94.89	\$221,506.60
Nov 17	\$221,506.60	\$0.00	\$5,151.53	\$0.00	\$100.99	\$226,759.12
Dec 17	\$226,759.12	\$317,416.27	\$93,453.47	\$0.00	\$22.02	\$2,818.34
Jan 18	\$2,818.34	\$91,000.00	\$109,019.57	\$0.00	\$11.55	\$20,849.46
Feb 18	\$20,849.46	\$0.00	\$60,764.67	\$0.00	\$42.87	\$81,657.00
Mar 18	\$81,657.00	\$0.00	\$28,919.41	\$0.00	\$92.87	\$110,669.28
Apr 18	\$110,669.28	\$0.00	\$9,748.87	\$0.00	\$104.39	\$120,522.54
May 18	\$120,522.54	\$0.00	\$121,837.76	\$0.00	\$177.29	\$242,537.59
Jun 18	\$242,537.59	\$70,876.86	\$70,293.32	\$0.00	\$204.24	\$242,158.29
Jul 18	\$242,158.29	\$0.00	\$10,350.74	\$0.00	\$251.27	\$252,760.30
Aug 18	\$252,760.30					\$252,760.30

Nancy J Vossler
 Friend, Nebraska

Receipts from J		Jul-18 Account #1925	
Date	From	Type	Amount
General Fund			
7/9/2018	Seward County	Disbursement	\$3,367.04
7/12/2018	State of Nebraska	Title and SPED	\$54,945.00
7/13/2018	Fillmore County	Deposit	\$818.86
7/16/2018	Saline County	Deposit	\$38,440.80
7/19/2018	REAP Grant		\$6,413.00
7/30/2018	D-TIPS	Reimbursement-ESU6	\$215.30
7/31/2018	State of Nebraska	MIPS reimbursement	\$1,143.67
			<u>Total</u> <u>\$105,343.67</u>
QCPUF Checking Account #1970			
			<u>Total</u> <u>\$0.00</u>
Special Building Fund Checking Account #2065			
7/18/2018	Transfer Sav to Ckg		\$6,652.46
7/26/2018	Transfer Sav to Ckg		\$7,767.00
			<u>Total</u> <u>\$14,419.46</u>
General Fund Savings Account #9889			
7/31/2018	Interest		\$1,416.20
			<u>Total</u> <u>\$1,416.20</u>
Depreciation Fund Savings Account #9915			
7/31/2018	Interest Paid		179.30
			<u>Total</u> <u>\$179.30</u>
QCPUF Savings Account #9931			
			<u>Total</u> <u>\$0.00</u>
Special Building Fund Savings Account #9902			
7/9/2018	Seward County	Disbursement	\$26.46
7/13/2018	Fillmore County	Deposit	\$11.78
7/16/2018	Saline County	Deposit	\$395.88
7/31/2018	Interest Paid		\$1,319.39
			<u>Total</u> <u>\$ 1,753.51</u>
Bond Fund Savings Account #5055			
7/13/2018	Fillmore County	Deposit	\$135.00
7/16/2018	Saline County	Deposit	\$ 10,215.74
7/31/2018	Interest Paid		\$ 251.27
1/3/1900			
			<u>Total</u> <u>\$ 10,602.01</u>

Friend Public School

Account Summary Report

REVENUES

Cycle: FY17-18; Begin Date: 07/01/2018; End Date: 07/31/2018; Account Type: Revenue; Created On: 8/7/2018 8:30:56 AM

Account Code	Description	Actual (July)	Budget (YTD)	Actual (YTD)	% of Budget
GENERAL FUND					
01-1110-000-0-00	Local taxes - Saline County	(\$21,112.53)	(\$2,953,000.00)	(\$2,751,558.21)	93.17
01-1111-000-0-00	Local Taxes -Seward County	(\$1,033.91)	(\$500,000.00)	(\$478,491.64)	95.69
01-1112-000-0-00	Local taxes - Fillmore County	\$0.00	(\$20,655.00)	(\$19,796.34)	95.84
01-1115-000-0-00	CARLINE TAX	\$0.00	(\$2,500.00)	(\$3,274.09)	130.96
01-1120-000-0-00	PUBLIC POWER DISTRICT SALES TAX	\$0.00	\$0.00	(\$30.99)	0.00
01-1125-000-0-00	MOTOR VEHICLE TAXES	(\$11,513.18)	(\$170,000.00)	(\$149,701.28)	88.05
01-1410-000-0-00	INTEREST ON LOCAL REV RECEIPTS	(\$1,416.20)	(\$4,500.00)	(\$11,551.01)	256.68
01-1610-000-0-00	LOCAL LICENSE FEES	\$0.00	(\$1,200.00)	(\$920.00)	76.66
01-1990-000-0-00	OTHER LOCAL RECEIPTS	\$0.00	\$0.00	(\$169.25)	0.00
01-2110-000-0-00	COUNTY FINES AND LICENSE FEES	(\$1,057.51)	(\$20,000.00)	(\$13,179.67)	65.89
01-2210-000-0-00	SERVICE UNIT RECEIPTS	(\$215.30)	(\$2,200.00)	(\$2,916.91)	132.58
01-3110-000-0-00	STATE AID	\$0.00	(\$62,140.00)	(\$62,140.00)	100.00
01-3120-000-0-88	SPECIAL ED PROGRAM	\$0.00	(\$235,000.00)	(\$237,072.00)	100.88
01-3125-000-0-88	SPECIAL ED TRANSPORTATION	\$0.00	(\$2,600.00)	(\$13,654.00)	525.15
01-3130-000-0-00	HOMESTEAD EXEMPTION FROM STATE	(\$5,027.64)	\$0.00	(\$29,585.65)	0.00
01-3131-000-0-00	PROPERTY TAX RELIEF	\$0.00	\$0.00	(\$241,984.31)	0.00
01-3135-000-0-00	HIGH ABILITY LEARNERS	\$0.00	(\$2,900.00)	(\$3,135.00)	108.10
01-3180-000-0-00	PRO-RATE MOTOR VEHICLES	(\$2,881.94)	(\$15,000.00)	(\$11,841.48)	78.94
01-3200-000-0-00	STATE APPORTIONMENT	\$0.00	(\$35,000.00)	(\$35,192.58)	100.55
01-4200-000-0-44	TITLE I FUNDS	(\$12,920.00)	(\$30,000.00)	(\$26,701.00)	89.00
01-4210-000-0-44	TITLE I NCLB ACCOUNTABILITY	\$0.00	(\$10,000.00)	(\$8,895.00)	88.95
01-4404-000-0-88	IDEA PART B (611) BASE	(\$18,224.00)	\$0.00	(\$33,498.00)	0.00
01-4406-000-0-00	IDEA BASE PT B: PRESCHOOL	(\$1,564.00)	\$0.00	(\$1,564.00)	0.00
01-4410-000-0-00	IDEA ENROLL/POVERTY 4410	(\$22,237.00)	\$0.00	(\$30,302.00)	0.00
01-4455-000-0-00	Medicaid Admin Activites MAAPS	(\$1,143.67)	(\$13,000.00)	(\$2,247.46)	17.28
01-4700-000-0-00	Vocational ED-Carl Perkins	\$0.00	(\$950.00)	\$0.00	0.00
01-4800-000-0-00	Other Categorical Receipts -NCLB	\$0.00	(\$55,000.00)	\$0.00	0.00
01-4850-000-0-00	Universal Service Fund - E-Rate reimb	\$0.00	\$0.00	(\$2,210.14)	0.00
01-4992-000-0-00	REAP - U S Department of Education	(\$6,413.00)	(\$40,000.00)	(\$35,176.82)	87.94
01-5400-000-0-00	SALE OF PROPERTY	\$0.00	(\$1,000.00)	(\$165.00)	16.50
01-5600-000-0-00	REFUNDS - NON REVENUE	\$0.00	(\$5,000.00)	(\$10,919.19)	218.38
01-9000-902-0-00	NON PGM - RECEIPT FROM ACTIVITY FUN	\$0.00	\$0.00	(\$11,857.46)	0.00
01-9000-903-0-00	NON PGM - RECEIPT FROM HOT LUNCH PG	\$0.00	\$0.00	(\$66,711.68)	0.00
01-9000-908-0-00	NON PGM - RECEIPT FROM BLDG FUND	\$0.00	\$0.00	(\$23,000.00)	0.00
01-9000-909-0-00	NON PGM - RECEIPT FROM BOND FUND	\$0.00	\$0.00	(\$91,000.00)	0.00
01-9002-901-0-00	Non Pgm - Receipt from QCPUF	\$0.00	\$0.00	(\$25,868.47)	0.00

Subtotal of Element: [Fund] 01 - GENERAL FUND		(\$106,759.88)	(\$4,181,645.00)	(\$4,436,310.63)	106%
DEPRECIATION FUND					
02-1410-000-0-00	Depr Fund - Interest Income	(\$179.30)	(\$900.00)	(\$1,609.61)	178.84
02-5500-000-0-00	Depr Fund - Transfers from Gen Fund	\$0.00	(\$50,000.00)	(\$50,000.00)	100.00
Subtotal of Element: [Fund] 02 - Depreciation Fund		(\$179.30)	(\$50,900.00)	(\$51,609.61)	101%
SCHOOL NUTRITION FUND					
06-1720-000-0-00	SALE OF LUNCHES/MILK - STUDENTS	\$0.00	(\$62,000.00)	(\$60,069.49)	96.88
06-1721-000-0-00	SALE OF LUNCHES - STAFF	\$0.00	(\$3,000.00)	(\$1,991.55)	66.38
06-1990-000-0-00	VENDING SALES	\$0.00	\$0.00	(\$506.14)	0.00
06-3150-000-0-00	STATE REIMB - NUTRITION	\$0.00	(\$500.00)	(\$47,927.39)	9,585.47
06-4800-000-0-00	Federal Reimbursement - Nutrition Pgms	\$0.00	(\$42,569.00)	\$0.00	0.00
06-5500-000-0-00	TRANSFER FROM GEN FUND	\$0.00	(\$45,000.00)	(\$20,500.00)	45.55
06-5690-000-0-00	OTHER REVENUES - Refunds	\$0.00	\$0.00	(\$244.93)	0.00
Subtotal of Element: [Fund] 06 - Lunch Fund		\$0.00	(\$153,069.00)	(\$131,239.50)	86%
BOND FUND					
07-1110-000-0-00	Bond - Saline County property taxes	(\$10,215.74)	(\$570,320.00)	(\$528,812.22)	92.72
07-1112-000-0-00	Bond - Fillmore County taxes	(\$135.00)	(\$4,000.00)	(\$3,688.08)	92.20
07-1410-000-0-00	Bond - Interest Income	(\$251.27)	(\$750.00)	(\$1,169.30)	155.90
07-9000-901-0-00	Bond - Non Pgm- receipt from Gen Fund	\$0.00	\$0.00	(\$91,000.00)	0.00
Subtotal of Element: [Fund] 07 - Bond Fund		(\$10,602.01)	(\$575,070.00)	(\$624,669.60)	109%
SPECIAL BUILDING FUND					
08-1110-000-0-00	SB Local taxes - Saline County	(\$395.88)	(\$44,000.00)	(\$62,167.24)	141.28
08-1111-000-0-00	SB Local taxes - Seward County	(\$26.46)	(\$6,000.00)	(\$10,502.16)	175.03
08-1112-000-0-00	SB Local taxes - Fillmore County	(\$11.78)	(\$1,000.00)	(\$472.66)	47.26
08-1410-000-0-00	SB Interest on deposits	(\$1,319.39)	(\$7,000.00)	(\$11,898.74)	169.98
08-9000-901-0-00	SB Non Pgm - Receipt from Gen Fund	\$0.00	\$0.00	(\$23,000.00)	0.00
Subtotal of Element: [Fund] 08 - Special Building Fund		(\$1,753.51)	(\$58,000.00)	(\$108,040.80)	186%

Friend Public School

Account Summary Report

EXPENDITURES

Cycle: FY17-18; Begin Date: 07/01/2018; End Date: 07/31/2018; Account Type: Expenditure; Created On: 8/7/2018 8:36:40 AM

Account Code	Description	Actual (July)	Budget (YTD)	Actual (YTD)	% of Budget
General Fund					
01-1100-110-1-00	REG INSTR - CERTIFIED SALARIES	\$34,076.72	\$425,000.00	\$374,016.81	88.00
01-1100-110-2-00	REG INSTR - CERTIFIED SALARIES	\$54,813.45	\$640,000.00	\$611,978.03	95.62
01-1100-120-1-00	REG INSTR - SUB SALARIES	\$0.00	\$34,000.00	\$34,363.24	101.06
01-1100-120-2-00	REG INSTR - SUB SALARIES	\$0.00	\$30,000.00	\$24,399.80	81.33
01-1100-140-1-00	REG INSTR - PARA WAGES	\$0.00	\$38,350.00	\$23,577.93	61.48
01-1100-141-2-00	REG INSTR - NON-CERT SALARIES	\$0.00	\$22,950.00	\$24,641.00	107.36
01-1100-210-1-00	REG INSTR - FICA	\$2,499.91	\$40,000.00	\$32,554.96	81.38
01-1100-210-2-00	REG INSTR - FICA	\$4,082.79	\$50,500.00	\$50,075.63	99.15
01-1100-220-1-00	REG INSTR - RETIREMENT	\$3,366.02	\$47,500.00	\$38,941.88	81.98
01-1100-220-2-00	REG INSTR - RETIREMENT	\$5,414.38	\$60,000.00	\$60,620.79	101.03
01-1100-230-1-00	REG INSTR - BCBS	\$9,168.51	\$114,000.00	\$109,502.47	96.05
01-1100-230-2-00	REG INSTR - BCBS	\$16,401.76	\$194,000.00	\$197,290.40	101.69
01-1100-240-1-00	REG INSTR - WORKERS COMP	\$0.00	\$6,900.00	\$1,625.72	23.56
01-1100-240-2-00	REG INSTR - WORKERS COMP	\$0.00	\$8,800.00	\$2,153.90	24.47
01-1100-241-1-00	REG INSTR - AFLAC	\$0.00	\$1,050.00	\$811.00	77.23
01-1100-241-2-00	REG INSTR - AFLAC	\$0.00	\$1,050.00	\$811.00	77.23
01-1100-280-1-00	REG INSTR - Term of Employ - TERIP	\$0.00	\$9,430.00	\$9,428.84	99.98
01-1100-280-2-00	REG INSTR - Term of Employ - TERIP	\$0.00	\$9,430.00	\$9,428.84	99.98
01-1100-290-1-00	REG INSTR - LONG TERM DISABILITY	\$233.37	\$2,400.00	\$2,243.83	93.49
01-1100-290-2-00	REG INSTR - LONG TERM DISABILITY	\$299.64	\$3,200.00	\$3,296.04	103.00
01-1100-318-0-00	REG INSTR - Repairs	\$334.35	\$1,500.00	\$334.35	22.29
01-1100-319-0-00	REG INSTR - Copier use	\$1,080.13	\$10,000.00	\$8,682.21	86.82
01-1100-327-0-00	REG INSTR - Rental-Lease Payments	\$0.00	\$2,000.00	\$1,500.00	75.00
01-1100-364-2-00	REG INSTR - Tuition - SENCAP	\$0.00	\$0.00	\$1,501.83	0.00
01-1100-382-0-00	REG INSTR - TELECOMMUNICATIONS	\$1,092.58	\$20,000.00	\$19,374.93	96.87
01-1100-410-1-00	REG INSTR - GENERAL SUPPLIES	\$686.76	\$115,805.00	\$5,305.08	4.58
01-1100-410-2-00	REG INSTR - GENERAL SUPPLIES	\$119.14	\$115,805.00	\$257.71	0.22
01-1100-411-1-00	REG INSTR - TEACHING SUPPLIES	\$72.29	\$5,000.00	\$1,105.49	22.10
01-1100-411-2-00	REG INSTR - TEACHING SUPPLIES	\$0.00	\$5,000.00	\$245.92	4.91
01-1100-412-1-00	REG INSTR - FIELD TRIPS	\$69.74	\$1,000.00	\$1,000.24	100.02
01-1100-412-2-00	REG INSTR - FIELD TRIPS	\$0.00	\$500.00	\$0.00	0.00
01-1100-460-0-00	REG INSTR - COMPUTER HARDWARE	\$318.40	\$30,000.00	\$9,600.82	32.00
01-1100-465-0-00	REG INSTR - COMPUTER SOFTWARE	\$1,437.50	\$15,000.00	\$9,675.94	64.50
01-1100-490-2-00	REG INSTR - OTHER EXPENSE	\$653.25	\$0.00	\$653.25	0.00
01-1100-630-1-00	REG INSTR - Dues & Fees - Elem	\$0.00	\$1,000.00	\$265.00	26.50

01-1100-630-2-00	REG INSTR - DUES & FEES	\$0.00	\$2,000.00	\$840.00	42.00
01-1100-670-1-00	REG INSTR - STAFF DEVELOP	\$0.00	\$3,000.00	\$1,453.83	48.46
01-1100-670-2-00	REG INSTR - STAFF DEVELOP	\$0.00	\$4,000.00	\$2,359.99	58.99
01-1101-410-1-00	KINDERGARTEN - SUPPLIES	\$16.24	\$500.00	\$29.74	5.94
01-1105-410-1-00	PE - SUPPLIES ELEM	\$0.00	\$1,000.00	\$0.00	0.00
01-1105-410-2-00	PE - SUPPLIES SECONDARY	\$0.00	\$1,000.00	\$0.00	0.00
01-1106-410-2-00	FACS - SUPPLIES	\$75.00	\$500.00	\$167.59	33.51
01-1106-411-2-00	FACS - GROCERIES	\$0.00	\$1,700.00	\$1,277.07	75.12
01-1108-410-2-00	Tech/Shop - SUPPLIES	\$7.98	\$5,000.00	\$2,460.70	49.21
01-1109-410-1-00	ART - ELEM TEACHING SUPPLIES	\$60.28	\$2,500.00	\$286.09	11.44
01-1109-410-2-00	ART - SEC. TEACHING SUPPLIES	\$0.00	\$2,500.00	\$270.47	10.81
01-1115-410-1-00	READING - SUPPLIES	\$0.00	\$2,000.00	\$120.00	6.00
01-1115-421-1-00	READING - WORKBOOKS	\$0.00	\$7,500.00	\$207.90	2.77
01-1115-421-2-00	READING - WORKBOOKS	\$0.00	\$0.00	\$123.48	0.00
01-1119-410-1-00	LA+SPELLING - SUPPLIES	\$0.00	\$250.00	\$7.76	3.10
01-1119-420-2-00	LA+SPELLING - TEXTBOOKS	\$0.00	\$250.00	\$368.45	147.38
01-1119-421-1-00	LA+SPELLING - WORK BOOKS	\$1,774.29	\$250.00	\$2,005.49	802.19
01-1119-421-2-00	LA+SPELLING - WORK BOOKS	\$0.00	\$0.00	\$93.24	0.00
01-1127-410-2-00	WORLD LANG-TEACHING SUPPLIES	\$0.00	\$750.00	\$912.06	121.60
01-1127-420-2-00	WORLD LANG - TEXTBOOKS	\$0.00	\$0.00	\$3,883.95	0.00
01-1132-410-1-00	SOCIAL STUDIES - TEACH SUPPLIES	\$0.00	\$50.00	\$0.00	0.00
01-1132-410-2-00	SOCIAL STUDIES - TEACH SUPPLIES	\$0.00	\$500.00	\$355.20	71.04
01-1132-440-1-00	SOCIAL STUDIES - PERIODICALS	\$0.00	\$150.00	\$0.00	0.00
01-1132-440-2-00	SOCIAL STUDIES - PERIODICALS	\$0.00	\$300.00	\$0.00	0.00
01-1133-440-2-00	HEALTH - PERIODICALS	\$0.00	\$250.00	\$0.00	0.00
01-1135-318-2-00	VOCAL MUSIC - PIANO ACCOMPANIST	\$0.00	\$3,000.00	\$0.00	0.00
01-1135-410-1-00	VOCAL MUSIC - ELEM SUPPLIES	\$2.19	\$300.00	\$134.64	44.88
01-1135-410-2-00	VOCAL MUSIC - SEC SUPPLIES	\$0.00	\$1,800.00	\$387.40	21.52
01-1135-411-2-00	VOCAL MUSIC - CONTEST FEES	\$0.00	\$1,400.00	\$609.00	43.50
01-1135-420-2-00	VOCAL MUSIC - CHORAL MUSIC	\$0.00	\$2,100.00	\$90.49	4.30
01-1135-450-2-00	VOCAL MUSIC - SOFTWARE	\$0.00	\$0.00	\$169.00	0.00
01-1136-318-2-00	INSTRU MUSIC - REPAIRS TO INSTRUMENTS	\$0.00	\$1,000.00	\$150.00	15.00
01-1136-410-2-00	INSTRU MUSIC - MUSIC & SUPPLIES	\$0.00	\$1,500.00	\$1,665.74	111.04
01-1136-411-2-00	INSTRU MUSIC - CONTESTS & FEES	\$0.00	\$300.00	\$423.70	141.23
01-1140-410-1-00	MATH - SUPPLIES	\$0.00	\$100.00	\$0.00	0.00
01-1140-410-2-00	MATH - SUPPLIES	\$576.93	\$250.00	\$576.93	230.77
01-1140-420-2-00	MATH - TEXTBOOKS	\$0.00	\$500.00	\$5,904.48	1,180.89
01-1140-421-1-00	MATH - WORKBOOKS	\$1,898.02	\$2,000.00	\$1,898.02	94.90
01-1145-410-2-00	COMPUTER ED - SUPPLIES	\$0.00	\$1,000.00	\$67.30	6.73
01-1145-460-2-00	COMPUTER ED - SOFTWARE	\$402.00	\$1,000.00	\$751.20	75.12
01-1150-410-1-00	SCIENCE - TEACHING SUPPLIES	\$0.00	\$200.00	\$283.44	141.72
01-1150-410-2-00	SCIENCE - TEACHING SUPPLIES	\$0.00	\$300.00	\$567.94	189.31
01-1150-420-2-00	SCIENCE - TEXTBOOKS	\$0.00	\$0.00	\$29.99	0.00
01-1150-440-2-00	SCIENCE - PERIODICALS	\$0.00	\$250.00	\$0.00	0.00

01-1155-410-2-00	AG ED - SUPPLIES	\$0.00	\$500.00	\$499.96	99.99
01-1190-110-1-00	EARLY CHILD PGM - SALARIES	\$3,304.67	\$39,700.00	\$25,749.93	64.86
01-1190-140-1-00	EARLY CHILD PGM - PARA WAGES	\$0.00	\$15,200.00	\$12,843.72	84.49
01-1190-210-1-00	EARLY CHILD PGM - FICA	\$252.19	\$4,800.00	\$3,435.07	71.56
01-1190-220-1-00	EARLY CHILD PGM - RETIREMENT	\$326.43	\$6,100.00	\$3,805.45	62.38
01-1190-230-1-00	EARLY CHILD PGM - BLUE CROSS	\$1,241.49	\$14,900.00	\$11,216.16	75.27
01-1190-240-1-00	EARLY CHILD PGM - WORKERS COMP	\$0.00	\$900.00	\$216.02	24.00
01-1190-290-1-00	EARLY CHILD PGM - LTD	\$19.87	\$280.00	\$271.31	96.89
01-1190-410-1-00	Early Child Pgm - Supplies	\$3.75	\$3,000.00	\$135.40	4.51
01-1190-670-1-00	Early Child Pgm - Staff Development	\$0.00	\$500.00	\$106.40	21.28
	Regular Education	\$146,182.02	\$2,200,000.00	\$1,760,476.58	0.80
01-1212-307-1-88	SPED - ESU6 - DEAF/HOH	\$4,652.17	\$25,000.00	\$14,595.73	58.38
01-1212-308-1-88	SPED - ESU6 - EXTEND SCHOOL YR	\$290.88	\$5,000.00	\$290.88	5.81
01-1212-309-1-88	SPED - ESU6 - SRS fees	\$0.00	\$1,000.00	\$778.00	77.80
01-1212-310-1-88	SPED - ESU6 - PSYCHOLOGIST	\$10,360.12	\$35,000.00	\$32,449.69	92.71
01-1212-310-2-88	SPED - PSYCHOLOGIST	\$0.00	\$0.00	\$6,334.43	0.00
01-1212-312-1-88	SPED - ESU6 - Mental Health Counseling	\$0.00	\$10,000.00	\$1,970.74	19.70
01-1212-313-1-88	SPED - ESU6 - CONSULTANT	\$0.00	\$10,000.00	\$0.00	0.00
01-1212-314-1-88	SPED - ESU6 - SPEECH THERAPIST	\$27,443.89	\$140,000.00	\$85,098.81	60.78
01-1212-319-1-88	SPED - ESU6 - HOME BASED	\$0.00	\$15,000.00	\$0.00	0.00
01-1219-110-1-88	SPED - ELEM TEACHING SALARIES	\$6,264.87	\$75,200.00	\$69,088.80	91.87
01-1219-110-2-88	SPED - SEC TEACHING SALARIES	\$5,167.96	\$62,100.00	\$57,130.06	91.99
01-1219-120-1-88	SPED - SUB SALARIES	\$0.00	\$5,000.00	\$2,603.73	52.07
01-1219-120-2-88	SPED - SUB SALARIES	\$0.00	\$5,000.00	\$19.00	0.38
01-1219-140-1-88	SPED - PARA WAGES	\$0.00	\$83,000.00	\$48,900.51	58.91
01-1219-140-2-88	SPED - PARA WAGES	\$0.00	\$33,500.00	\$32,626.09	97.39
01-1219-210-1-88	SPED - FICA	\$480.02	\$12,350.00	\$8,992.96	72.81
01-1219-210-2-88	SPED - FICA	\$394.59	\$7,920.00	\$6,865.91	86.69
01-1219-220-1-88	SPED - RETIREMENT	\$618.83	\$15,950.00	\$11,647.88	73.02
01-1219-220-2-88	SPED - RETIREMENT	\$510.48	\$10,225.00	\$8,829.87	86.35
01-1219-230-1-88	SPED - BCBS	\$303.10	\$13,650.00	\$3,637.20	26.64
01-1219-230-2-88	SPED - BCBS	\$1,960.28	\$23,500.00	\$23,523.36	100.09
01-1219-240-1-88	SPED - WORKERS COMP	\$0.00	\$2,240.00	\$549.20	24.51
01-1219-240-2-88	SPED - WORKERS COMP	\$0.00	\$1,490.00	\$374.87	25.15
01-1219-290-1-88	SPED - LONG TERM DISABILITY	\$25.35	\$660.00	\$438.35	66.41
01-1219-290-2-88	SPED - LONG TERM DISABILITY	\$39.20	\$500.00	\$535.87	107.17
01-1219-310-1-88	SPED - LEGAL FEES	\$0.00	\$5,000.00	\$0.00	0.00
01-1219-410-1-88	SPED - TEACHING SUPPLIES	\$9.96	\$90,000.00	\$1,004.29	1.11
01-1219-410-2-88	SPED - TEACHING SUPPLIES	\$121.91	\$90,715.00	\$146.86	0.16
01-1219-460-0-88	SPED - COMPUTER HDWE	\$0.00	\$3,000.00	\$3,314.00	110.46
01-1219-465-1-88	SPED - Computer Software	\$0.00	\$3,000.00	\$925.00	30.83
01-1219-670-1-88	SPED - STAFF DEVELOPMENT	\$375.00	\$5,000.00	\$1,548.70	30.97
01-1219-670-2-88	SPED - STAFF DEVELOPMENT	\$0.00	\$5,000.00	\$622.30	12.44

01-1238-311-2-88	SPED - VISION THERAPY	\$152.37	\$5,000.00	\$2,941.01	58.82
01-1239-311-1-88	SPED - THERAPY - SCHOOL AGE	\$373.10	\$20,000.00	\$20,874.66	104.37
01-1239-311-2-88	SPED - THERAPY - SCHOOL AGE	\$0.00	\$10,000.00	\$11,384.38	113.84
01-1291-311-1-88	Early Child SPED - Age 3-5 - OT/PT	\$0.00	\$5,000.00	\$0.00	0.00
01-1291-312-1-88	Early Child SPED - Age 3-5 - Speech	\$1,908.61	\$5,000.00	\$11,246.37	224.92
01-1291-313-1-88	Early Child SPED - Ages 3-5 ESU6 Home Based	\$1,623.54	\$0.00	\$5,482.24	0.00
01-1292-311-1-88	Early Child SPED - Age 0-2 - OT/PT	\$0.00	\$5,000.00	\$0.00	0.00
01-1292-312-1-88	Early Child SPED - Ages 0-2 - Speech	\$156.63	\$5,000.00	\$2,066.29	41.32
01-1292-313-1-88	Early Child SPED - Ages 0-2 ESU6 Homebased	\$575.62	\$0.00	\$5,822.42	0.00
	Special Education	\$63,808.48	\$850,000.00	\$484,660.46	0.57
01-2120-390-0-00	GUIDANCE - Student workshops	\$0.00	\$1,000.00	\$350.00	35.00
01-2120-410-0-00	GUIDANCE - SUPPLIES	\$0.00	\$41,285.00	\$1,689.14	4.09
01-2120-465-0-00	GUIDANCE - Software	\$0.00	\$3,000.00	\$0.00	0.00
01-2120-670-0-00	GUIDANCE - WORKSHOP	\$283.73	\$1,000.00	\$283.73	28.37
01-2130-110-0-00	SCHOOL NURSE - SALARY	\$3,473.50	\$41,680.00	\$39,018.50	93.61
01-2130-210-0-00	SCHOOL NURSE - FICA	\$257.24	\$3,200.00	\$2,891.60	90.36
01-2130-220-0-00	SCHOOL NURSE - RETIREMENT	\$343.11	\$4,100.00	\$3,774.21	92.05
01-2130-230-0-00	SCHOOL NURSE - BLUE CROSS	\$1,241.49	\$19,885.00	\$15,313.57	77.01
01-2130-240-0-00	SCHOOL NURSE - WORKERS COMP	\$0.00	\$600.00	\$148.97	24.82
01-2130-290-0-00	SCHOOL NURSE - LONG TERM DISABILITY	\$20.53	\$250.00	\$225.83	90.33
01-2130-410-0-00	SCHOOL NURSE - SUPPLIES	\$0.00	\$5,000.00	\$564.55	11.29
01-2130-670-0-00	SCHOOL NURSE - TRAVEL EXPENSE	\$0.00	\$1,000.00	\$0.00	0.00
01-2150-318-0-00	SAFETY - CONTRACTED SERVICES	\$0.00	\$1,000.00	\$72.00	7.20
01-2150-490-0-00	SAFETY PROGRAMS - SUPPLIES	\$0.00	\$2,000.00	\$379.87	18.99
	Support - Pupils	\$5,619.60	\$125,000.00	\$64,711.97	0.52
01-2213-318-0-00	SCHOOL IMPROVEMENT - CONTRACTED SVC	\$0.00	\$1,000.00	\$0.00	0.00
01-2213-410-0-00	SCHOOL IMPROVEMENT - SUPPLIES	\$0.00	\$5,000.00	\$0.00	0.00
01-2213-630-0-00	SCHOOL IMPROVEMENT - Dues & Fees	\$0.00	\$3,000.00	\$630.00	21.00
01-2213-670-0-00	SCHOOL IMPROVEMENT - TRAVEL & MILEAGE	\$0.00	\$1,000.00	\$0.00	0.00
01-2222-110-1-00	LIBRARY - SALARIES	\$2,453.92	\$30,650.00	\$25,669.89	83.75
01-2222-140-2-00	LIBRARY - PARA WAGES	\$0.00	\$19,200.00	\$16,865.65	87.84
01-2222-210-1-00	LIBRARY - FICA	\$172.09	\$2,350.00	\$1,791.48	76.23
01-2222-210-2-00	LIBRARY - FICA	\$0.00	\$1,460.00	\$1,294.64	88.67
01-2222-220-1-00	LIBRARY - RETIREMENT	\$242.39	\$1,895.00	\$2,533.85	133.71
01-2222-220-2-00	LIBRARY - RETIREMENT	\$0.00	\$3,025.00	\$1,643.73	54.33
01-2222-230-1-00	LIBRARY - BCBS	\$828.59	\$9,950.00	\$9,993.45	100.43
01-2222-240-2-00	LIBRARY - WORKERS COMP	\$0.00	\$720.00	\$286.80	39.83
01-2222-290-2-00	LIBRARY - LONG TERM DISB	\$0.00	\$250.00	\$57.51	23.00
01-2222-410-1-00	LIBRARY - SUPPLIES	\$0.00	\$21,250.00	\$3,489.12	16.41
01-2222-410-2-00	LIBRARY - SUPPLIES	\$268.70	\$21,250.00	\$1,626.03	7.65

01-2222-430-1-00	LIBRARY - LIBRARY BOOKS	\$0.00	\$5,000.00	\$1,511.12	30.22
01-2222-430-2-00	LIBRARY - LIBRARY BOOKS	\$0.00	\$5,000.00	\$1,706.66	34.13
01-2222-440-1-00	LIBRARY - PERIODICALS	\$0.00	\$2,000.00	\$1,099.92	54.99
01-2222-440-2-00	LIBRARY - PERIODICALS	\$0.00	\$2,000.00	\$1,712.73	85.63
01-2222-450-2-00	LIBRARY AUDIO VISUAL	\$0.00	\$3,000.00	\$0.00	0.00
01-2222-460-2-00	LIBRARY SOFTWARE	\$0.00	\$6,000.00	\$1,542.50	25.70
01-2223-318-0-00	Technology - Contracted Support	\$1,171.08	\$25,000.00	\$15,519.94	62.07
	Support - Staff	\$5,136.77	\$170,000.00	\$88,975.02	0.52
01-2310-317-0-00	Board of Ed - Legal Services	\$478.61	\$8,000.00	\$6,601.56	82.51
01-2310-318-0-00	Board of Ed - Professional Svcs	\$0.00	\$3,000.00	\$369.87	12.32
01-2310-351-0-00	Board of Ed - Election	\$0.00	\$2,000.00	\$0.00	0.00
01-2310-352-0-00	Board of Ed - Advertising	\$161.78	\$2,000.00	\$2,195.56	109.77
01-2310-410-0-00	Board of Ed - Supplies	\$0.00	\$7,500.00	\$415.91	5.54
01-2310-465-0-00	Board of Ed - Software	\$0.00	\$5,000.00	\$4,100.00	82.00
01-2310-630-0-00	Board of Ed - Dues and Fees	\$850.00	\$9,000.00	\$5,800.00	64.44
01-2310-641-0-00	Board of Ed - Liability Insurance	\$0.00	\$8,500.00	\$8,459.00	99.51
01-2310-670-0-00	Board of Ed - Travel & Expense	\$0.00	\$3,000.00	\$2,571.82	85.72
	Board of Education	\$1,490.39	\$48,000.00	\$30,513.72	0.64
01-2320-110-0-00	EXE ADM - SUPERINTENDENT SALARY	\$12,724.37	\$121,690.00	\$112,724.37	92.63
01-2320-140-0-00	EXE ADM - CLERICAL SALARY	\$1,563.80	\$29,100.00	\$23,888.80	82.09
01-2320-210-0-00	EXE ADM - FICA	\$1,084.37	\$11,500.00	\$10,357.00	90.06
01-2320-220-0-00	EXE ADM - RETIREMENT	\$1,183.41	\$14,900.00	\$13,266.40	89.03
01-2320-230-0-00	EXE ADM - BLUE CROSS	\$3,366.54	\$40,390.00	\$40,398.48	100.02
01-2320-240-0-00	EXE ADM - WORKERS COMP	\$0.00	\$2,100.00	\$528.27	25.15
01-2320-290-0-00	EXE ADM - LONG TERM DISB	\$63.74	\$750.00	\$701.14	93.48
01-2320-318-0-00	EXE ADM - CONTRACTED SVCS	\$0.00	\$5,000.00	\$780.00	15.60
01-2320-382-0-00	EXE ADM - CELL PHONE	\$50.00	\$600.00	\$550.00	91.66
01-2320-440-0-00	EXE ADM - PERIODICALS	\$0.00	\$100.00	\$0.00	0.00
01-2320-460-0-00	EXE ADM - SOFTWARE	\$0.00	\$500.00	\$37.88	7.57
01-2320-491-0-00	EXE ADM - SUPPLIES	\$25.63	\$6,370.00	\$1,021.16	16.03
01-2320-630-0-00	EXE ADM - DUES & FEES	\$0.00	\$7,000.00	\$2,011.40	28.73
01-2320-670-0-00	EXE ADM - TRAVEL & MILEAGE	\$15.00	\$5,000.00	\$1,914.18	38.28
	Superintendent	\$20,076.86	\$245,000.00	\$208,179.08	0.85
01-2400-110-2-00	SEC PRINCIPAL - SALARY	\$7,207.50	\$86,490.00	\$79,282.50	91.66
01-2400-140-2-00	SEC PRINCIPAL - CLERICAL SALARY	\$507.60	\$21,600.00	\$19,840.95	91.85
01-2400-210-2-00	SEC. PRINCIPAL - FICA	\$585.84	\$8,300.00	\$7,535.00	90.78
01-2400-220-2-00	SEC. PRINCIPAL - RETIREMENT	\$762.08	\$10,700.00	\$9,791.21	91.50
01-2400-230-2-00	SEC. PRINCIPAL - BLUE CROSS	\$1,709.36	\$20,500.00	\$20,512.32	100.06
01-2400-240-2-00	SEC. PRINCIPAL - WORKERS COMP	\$0.00	\$1,550.00	\$384.94	24.83
01-2400-290-2-00	SEC. PRINCIPAL - Long Term Disability	\$42.86	\$520.00	\$471.46	90.66

01-2400-410-2-00	SEC. PRINCIPAL - SUPPLIES	\$330.74	\$5,000.00	\$2,331.35	46.62
01-2400-460-2-00	SEC PRINCIPAL - Computer Hdw/Soft	\$0.00	\$2,500.00	\$0.00	0.00
01-2400-630-2-00	SEC PRINCIPAL - DUES & FEES	\$150.00	\$2,100.00	\$1,251.40	59.59
01-2400-670-2-00	SEC PRINCIPAL - TRAVEL & EX	\$15.00	\$750.00	\$598.94	79.85
01-2401-110-1-00	ELEM PRINCIPAL - SALARIES	\$6,120.00	\$73,440.00	\$67,320.00	91.66
01-2401-210-1-00	ELEM PRINCIPAL - FICA	\$470.57	\$5,618.00	\$5,176.27	92.13
01-2401-220-1-00	ELEM PRINCIPAL - RETIREMENT	\$604.52	\$7,254.00	\$6,649.72	91.66
01-2401-230-1-00	ELEM PRINCIPAL - BLUE CROSS	\$1,709.36	\$20,512.00	\$20,512.32	100.00
01-2401-240-1-00	ELEM PRINCIPAL - WORKERS COMP	\$0.00	\$1,058.00	\$262.48	24.80
01-2401-290-1-00	ELEM PRINCIPAL - Long Term Disability	\$31.32	\$375.00	\$344.52	91.87
01-2401-410-1-00	ELEM PRINCIPAL - SUPPLIES	\$908.23	\$7,583.00	\$1,896.33	25.00
01-2401-460-1-00	ELEM PRINCIPAL - Computer Hdw/Soft	\$322.97	\$1,300.00	\$322.97	24.84
01-2401-630-1-00	Elem Principal - Dues & Fees	\$0.00	\$2,100.00	\$1,091.40	51.97
01-2401-670-1-00	ELEM PRINCIPAL - Travel, Meals	\$0.00	\$750.00	\$0.00	0.00
	Principals	\$21,477.95	\$280,000.00	\$245,576.08	0.88
01-2510-140-0-00	GENERAL BUSINESS - SALARY	\$4,291.67	\$51,500.00	\$47,208.37	91.66
01-2510-210-0-00	GENERAL BUSINESS - FICA	\$309.62	\$3,950.00	\$3,405.89	86.22
01-2510-220-0-00	GENERAL BUSINESS - RETIREMENT	\$423.92	\$5,100.00	\$4,663.12	91.43
01-2510-230-0-00	GENERAL BUSINESS - BLUE CROSS	\$1,657.18	\$19,900.00	\$19,886.16	99.93
01-2510-240-0-00	GENERAL BUSINESS - WORKERS COMP	\$0.00	\$200.00	\$173.07	86.53
01-2510-290-0-00	GENERAL BUSINESS - LONG TERM DISB	\$23.80	\$300.00	\$261.80	87.26
01-2510-315-0-00	General Business - Audit	\$0.00	\$5,200.00	\$5,100.00	98.07
01-2510-316-0-00	General business - InfoTech	\$600.00	\$5,000.00	\$1,351.47	27.02
01-2510-318-0-00	General Business - Copier Expense	\$1,323.94	\$8,000.00	\$6,587.34	82.34
01-2510-342-0-00	General Business - Telephone	\$396.24	\$4,500.00	\$4,787.07	106.37
01-2510-381-0-00	General Business - Postage	\$50.00	\$6,000.00	\$4,015.26	66.92
01-2510-410-0-00	General Business - Supplies	\$432.00	\$850.00	\$2,437.33	286.74
01-2510-460-0-00	General business - Software	\$0.00	\$8,000.00	\$7,393.17	92.41
01-2510-630-0-00	General Business - Dues & Fees	\$0.00	\$1,000.00	\$675.00	67.50
01-2510-670-0-00	General Business - Travel & Expense	\$0.00	\$500.00	\$123.00	24.60
	General Business	\$9,508.37	\$120,000.00	\$108,068.05	0.90
01-2610-140-0-00	OPERATIONS - SALARIES	\$7,691.66	\$147,800.00	\$125,043.43	84.60
01-2610-141-0-00	OPERATIONS - SUMMER WORK	\$1,775.80	\$3,000.00	\$3,589.30	119.64
01-2610-210-0-00	OPERATIONS - FICA	\$715.56	\$11,550.00	\$9,729.14	84.23
01-2610-220-0-00	OPERATIONS - RETIREMENT	\$935.17	\$14,900.00	\$12,705.96	85.27
01-2610-230-0-00	OPERATIONS - BLUE CROSS	\$2,898.67	\$42,050.00	\$41,452.24	98.57
01-2610-240-0-00	OPERATIONS - WORKERS COMP	\$0.00	\$6,100.00	\$4,281.64	70.19
01-2610-290-0-00	OPERATIONS - LONG TERM DISB	\$49.88	\$770.00	\$635.14	82.48
01-2610-318-0-00	OPERATIONS - TECHNICAL	\$0.00	\$10,000.00	\$5,700.48	57.00
01-2610-320-0-00	OPERATIONS - Lawn Care	\$833.33	\$10,000.00	\$11,910.81	119.10
01-2610-321-0-00	OPERATIONS - NATURAL GAS	\$294.64	\$25,000.00	\$22,674.83	90.69

01-2610-322-0-00	OPERATIONS - ELECTRICITY	\$2,531.54	\$35,000.00	\$23,357.19	66.73
01-2610-323-0-00	OPERATIONS - WATER & SEWER	\$1,798.70	\$20,000.00	\$13,173.20	65.86
01-2610-324-0-00	OPERATIONS - OTHER	\$2,304.43	\$25,000.00	\$20,241.10	80.96
01-2610-410-0-00	OPERATIONS - SUPPLIES	\$6,593.73	\$19,080.00	\$25,912.02	135.80
01-2620-318-0-00	MAINTENANCE- REPAIRS	\$0.00	\$20,000.00	\$16,714.30	83.57
01-2620-328-0-00	MAINTENANCE PROPERTY INSURANCE	\$0.00	\$19,750.00	\$19,739.00	99.94
	Maint & Operations	\$28,423.11	\$410,000.00	\$356,859.78	0.87
01-2750-140-0-00	PUPIL TRANSP - SALARIES	\$0.00	\$45,000.00	\$48,457.79	107.68
01-2750-210-0-00	PUPIL TRANSP - FICA	\$0.00	\$3,500.00	\$3,703.77	105.82
01-2750-220-0-00	PUPIL TRANSP - RETIREMENT	\$0.00	\$4,300.00	\$1,772.11	41.21
01-2750-240-0-00	PUPIL TRANSP - WORKERS COMP	\$0.00	\$2,650.00	\$2,647.00	99.88
01-2750-318-0-00	PUPIL TRANSP - Physicals, Drug Tests, Certif	\$263.00	\$6,000.00	\$2,720.64	45.34
01-2750-320-0-00	PUPIL TRANSP - Insurance	\$0.00	\$7,050.00	\$7,050.00	100.00
01-2750-334-0-00	PUPIL TRANSP - Use of Personal Car	\$0.00	\$0.00	\$712.87	0.00
01-2750-336-0-00	PUPIL TRANSP - FUEL	\$561.93	\$17,000.00	\$15,656.24	92.09
01-2750-337-0-00	PUPIL TRANSP - TIRES	\$0.00	\$2,500.00	\$970.22	38.80
01-2750-338-0-00	PUPIL TRANSP - REPAIRS	\$3,445.43	\$20,000.00	\$24,991.60	124.95
01-2750-410-0-00	PUPIL TRANSP - BUS MAINT SUPPLIES	\$0.00	\$2,000.00	\$1,805.94	90.29
01-2750-540-0-00	PUPIL TRANSP - Bus Acquisition	\$0.00	\$50,000.00	\$50,000.00	100.00
	Pupil Transportation	\$4,270.36	\$160,000.00	\$160,488.18	1.00
01-2760-140-1-88	SPED TRANSP - SALARY	\$0.00	\$5,000.00	\$0.00	0.00
01-2760-210-1-88	SPED TRANSP - FICA	\$0.00	\$1,000.00	\$0.00	0.00
01-2760-220-1-88	SPED TRANSP - RETIREMENT	\$0.00	\$1,000.00	\$0.00	0.00
01-2760-334-1-88	SPED TRANSP - Reimb Mileage to Parent	\$0.00	\$3,000.00	\$0.00	0.00
	SPED Transportation	\$0.00	\$10,000.00	\$0.00	0.00
01-3535-410-0-00	State Catg Pgm: HAL supplies	\$0.00	\$0.00	\$289.83	0.00
01-3535-630-0-00	State Catg Pgm HAL: Dues & Fees	\$0.00	\$0.00	\$1,290.35	0.00
01-3535-670-0-00	State Catg Pgm: HAL Travel Expense	\$158.73	\$3,500.00	\$1,420.33	40.58
01-4200-110-1-44	TITLE 1 - SALARIES	\$3,445.33	\$41,350.00	\$38,118.63	92.18
01-4200-210-1-44	TITLE 1 - FICA	\$225.81	\$3,200.00	\$2,501.70	78.17
01-4200-220-1-44	TITLE 1 - RETIREMENT	\$340.32	\$4,100.00	\$3,765.29	91.83
01-4200-230-1-44	TITLE 1 - BLUE CROSS	\$0.00	\$13,200.00	\$11,149.17	84.46
01-4200-240-1-44	TITLE 1 - WORKERS COMP	\$0.00	\$600.00	\$147.76	24.62
01-4200-410-1-44	TITLE I - TEACHING SUPPLIES	\$2.98	\$1,000.00	\$16.45	1.64
01-4200-670-1-44	TITLE 1 - Staff Development	\$0.00	\$1,000.00	\$253.70	25.37
01-4210-110-0-44	Title I Accountability - Salaries	\$450.00	\$0.00	\$2,825.00	0.00
01-4210-210-0-44	Title I Accountability - FICA	\$34.25	\$0.00	\$215.65	0.00
01-4210-220-0-44	Title I Accountability - Retirement	\$44.46	\$0.00	\$256.84	0.00

01-4210-410-0-44	Title I Accountability - Supplies	\$0.00	\$5,000.00	\$0.00	0.00
01-4210-460-0-44	Title 1 Accountability - Computer Hdwe	\$0.00	\$0.00	\$3,389.00	0.00
01-4210-670-0-44	Title I Accountability - Staff Development	\$0.00	\$0.00	\$573.19	0.00
01-4404-110-0-88	IDEA BASE: SALARIES & WAGES	\$0.00	\$35,150.00	\$17,801.98	50.64
01-4404-140-0-88	IDEA BASE - Para Wages	\$0.00	\$0.00	\$7,191.08	0.00
01-4404-210-0-88	IDEA BASE: FICA	\$0.00	\$0.00	\$1,913.54	0.00
01-4404-220-0-88	IDEA BASE: RETIREMENT	\$0.00	\$0.00	\$2,321.95	0.00
01-4404-230-0-88	IDEA BASE: BLUE CROSS	\$0.00	\$0.00	\$4,270.00	0.00
01-4406-410-0-88	IDEA Preschool: Supplies	\$0.00	\$3,300.00	\$0.00	0.00
01-4406-670-0-44	IDEA Preschool: Travel	\$317.47	\$0.00	\$1,881.57	0.00
01-4410-140-0-88	IDEA PT B EN/POV: WAGES	\$0.00	\$32,500.00	\$20,848.20	64.14
01-4410-210-0-88	IDEA Pt B En/Pov: FICA	\$0.00	\$0.00	\$1,476.33	0.00
01-4410-220-0-88	IDEA Pt B En/Pov: Retirement	\$0.00	\$0.00	\$2,028.34	0.00
01-4410-318-0-88	IDEA PT B EN/POV: CONTRACTED SVCS	\$0.00	\$0.00	\$2,545.53	0.00
01-4410-332-0-88	IDEA Pt B EnPov: Mileage to Parents	\$0.00	\$0.00	\$1,782.80	0.00
01-4410-670-0-88	IDEA PT B EN/POV: STAFF DEVEL	\$317.47	\$0.00	\$1,938.57	0.00
01-4740-670-0-00	ReVision - Travel & Meals	\$0.00	\$500.00	\$179.00	35.80
01-4992-460-0-00	REAP - COMPUTER HDWE	\$6,413.00	\$15,600.00	\$32,710.83	209.68
01-4992-465-0-00	REAP - Computer Software	\$0.00	\$0.00	\$1,755.00	0.00
01-4992-670-0-00	REAP - Staff Develop & Travel	\$0.00	\$0.00	\$810.55	0.00
01-5100-690-0-00	IDEA MOE Non-Compliance Recovery	\$6,550.84	\$0.00	\$6,550.84	0.00
	Federal & State Programs	\$18,300.66	\$160,000.00	\$174,219.00	1.09
01-5000-605-0-00	Debt Service- Repayment of Taxes Paid	\$0.00	\$36,843.00	\$0.00	0.00
	Loans/Interest	\$0.00	\$36,843.00	\$0.00	n/a
01-8000-750-0-00	TRANSFER FUNDS TO HOT LUNCH PGM	\$0.00	\$45,000.00	\$20,500.00	45.55
01-8000-752-0-00	TRANSFER FUNDS TO ACTIVITIES	\$2,000.00	\$24,000.00	\$28,000.00	116.66
	IntraFund Support	\$2,000.00	\$69,000.00	\$48,500.00	0.70
	JULY TOTALS	\$326,294.57	\$4,883,843.00	\$3,731,227.92	0.76
Intrafund Transfers					
01-9000-210-0-00	HOT LUNCH WAGES - FICA	\$0.00	\$0.00	\$4,268.77	0.00
01-9000-220-0-00	HOT LUNCH WAGES - RETIREMENT	\$0.00	\$0.00	\$4,850.78	0.00
01-9000-905-0-00	Monies to Bond Fund	\$0.00	\$0.00	\$91,000.00	0.00
01-9000-906-0-00	HOT LUNCH SALARIES	\$0.00	\$0.00	\$57,592.13	0.00
01-9001-210-0-00	ACTIVITY FUND - FICA	\$0.00	\$0.00	\$209.08	0.00
01-9001-220-0-00	ACTIVITY FUND - Retirement	\$0.00	\$0.00	\$222.18	0.00
01-9001-904-0-00	Monies to Spec Bldg Fund	\$0.00	\$0.00	\$23,000.00	0.00
01-9001-911-0-00	ACTIVITY FUND EXPENSES PD	\$0.00	\$0.00	\$11,426.20	0.00
TOTAL GENERAL FUND EXPENDITURES		\$326,294.57	\$4,883,843.00	\$3,923,797.06	0.80

Depreciation Fund

02-2500-530-0-00	Depr Fund - Furn & Equip	\$0.00	\$15,716.00	\$0.00	0.00
02-2500-540-0-00	Depr Fund - Bus Acquisition	\$0.00	\$150,000.00	\$0.00	0.00
02-2500-550-0-00	Depr Fund - Vehicle Acquisition	\$0.00	\$50,000.00	\$22,200.00	44.40
TOTAL DEPRECIATION FUND		\$0.00	\$215,716.00	\$22,200.00	0.10

School Nutrition Fund

06-2100-140-0-00	School Nutrition - Wages	\$0.00	\$65,000.00	\$55,632.11	85.58
06-2100-210-0-00	School Nutrition - FICA	\$0.00	\$4,584.00	\$4,268.77	93.12
06-2100-220-0-00	School Nutrition - Retirement	\$0.00	\$5,400.00	\$4,850.78	89.82
06-2100-240-0-00	School Nutrition - Workers Comp	\$0.00	\$1,791.00	\$1,791.36	100.02
06-2100-290-0-00	School Nutrition - LTD	\$0.00	\$225.00	\$168.66	74.96
06-2100-410-0-00	School Nutrition - Supplies	\$0.00	\$3,000.00	\$3,235.94	107.86
06-2100-470-0-00	School Nutrition - Food	\$0.00	\$61,000.00	\$49,051.43	80.41
06-2100-471-0-00	School Nutrition - Commodities	\$0.00	\$14,000.00	\$11,519.47	82.28
06-2100-490-0-00	School Nutrition - Vending	\$0.00	\$100.00	\$213.95	213.95
06-2100-670-0-00	School Nutrition - Training, Travel, Dues	\$0.00	\$100.00	\$0.00	0.00
TOTAL HOT LUNCH FUND		\$0.00	\$155,200.00	\$130,732.47	0.84

Bond Fund

07-5000-610-0-00	Bond - Principal Redemption	\$0.00	\$235,000.00	\$235,000.00	100.00
07-5000-620-0-00	Bond - Debt Service Interest	\$0.00	\$152,100.00	\$151,931.13	99.88
07-5000-690-0-00	Bond - Fees	\$0.00	\$301,000.00	\$1,362.00	0.45
07-9001-907-0-00	Bond - NonPgm - Monies to GenFund	\$0.00	\$0.00	\$91,000.00	0.00
TOTAL BOND FUND		\$0.00	\$688,100.00	\$479,293.13	0.70

Special Building Fund

08-2515-520-0-00	Building & Sites - Building, Acq & Improv	\$14,419.46	\$978,900.00	\$18,006.93	1.83
<i>Intrafund Transfers</i>					
08-9001-901-0-00	Non Pgm - Monies to General Fund	\$0.00	\$0.00	\$23,000.00	0.00
TOTAL SPECIAL BUILDING FUND		\$14,419.46	\$978,900.00	\$41,006.93	0.04

FRIEND PUBLIC SCHOOLS

Board of Education - Payments to be Approved
8/13/2018

Manual Checks/Funds Transfers done in July:

GENERAL FUND

Payroll Fund	July payroll	\$	225,349.08
		\$	<u>225,349.08</u>

SPECIAL BUILDING FUND

Fusion Boiler	boiler updates - 30% down payment	\$	7,767.00
		\$	<u>7,767.00</u>

August Presentations

SPECIAL BUILDING FUND

IC Energy Solutions	led lights for east gym	\$	7,130.89
		\$	<u>7,130.89</u>

GENERAL FUND

Aaron Nehls	gym floor refinishing	\$	1,175.00
Acco Brands	supplies	\$	128.81
Activity Fund	August support	\$	2,000.00
Beaver Hardware	paint	\$	83.14
Black Hills Energy	natural gas delivery	\$	10.29
Blick	art supplies	\$	329.02
Brandt, Abby	reimburse supplies	\$	117.83
Brown & Saenger	supplies	\$	3,685.08 <i>co-op order</i>
Bryan Health	bus physicals (2)	\$	526.00
Cavendish Square	library books	\$	195.54
Central Nebr Rehab	PT services	\$	373.10
City of Friend	utilities	\$	3,458.70
Clouse, Alexandra	reimburse supplies	\$	120.00
Computers Etc	supplies	\$	7.24
Constellation	natural gas	\$	78.60
Cornhusker Intl Trucks	bus part for 08	\$	850.08
Culligan	water softener	\$	214.50
DAS State Acctg - State of Nebr	internet service - June	\$	234.93
Demco	library supplies	\$	770.20
Eakes	computer use thru May	\$	2,213.04
ESU6	SPED services, technology	\$	47,392.78
Exeter Lumber	drywall	\$	26.88
Farmers Union - Carquest	supplies	\$	9.75
Farmers Union Coop	fuel	\$	288.04
General Fire & Safety	inspect kitchen hood	\$	136.50
Geneva Floral	dryclean band uniforms	\$	743.52
Green Top Diner	back to school breakfast staff	\$	297.00
Hillyard	janitorial supplies	\$	831.47
Holiday Inn	lodging - admin days	\$	819.70
Hometown Leasing	monthly copier lease	\$	743.44
Hottovy, Amy	reimburse mileage	\$	99.19
Houghton Mifflin	math workbooks	\$	238.68

Jenn Nantkes	vision therapy	\$	175.80
JW Pepper	music	\$	97.94
Kraus, David	reimburse cell phone	\$	50.00
Kraus, Kelly	reimburse supplies	\$	90.00
Lee's Refrigeration	repair walk-in freezer	\$	202.66
Lincoln Winlectric	bulbs for new gym	\$	1,475.00
Mail Finance	postage machine lease	\$	474.00
Morgan Cowell	piano accompanist - 17-18	\$	210.09
National Art & School Supplies	supplies	\$	1,262.99 <i>co-op order</i>
Nebr Assoc of School Boards	meeting	\$	432.00
Nebr Council of School Admin	Admin Days registrations	\$	506.00
Nebr Dept of Labor	elevator inspection	\$	120.00
O'Keefe Elevator	monthly maint	\$	209.72
OneSource	background check	\$	15.00
Oriental Trading	preschool supplies	\$	226.99
Pearson	science textbooks	\$	1,798.13
Perry, Guthery, Haase & Gessford	legal	\$	90.00
Planbook.edu	teacher software	\$	342.00
Potter Repair	repairs to bus 08	\$	929.93
Presto-X	exterminator	\$	133.00
Quill	supplies	\$	231.03
Really Good Stuff	supplies	\$	41.94
SANE	supplies	\$	99.00
Schluter, Dawn	reimb mileage/meals - conference	\$	63.73
Scholastic	periodicals - teaching	\$	208.78
School Datebooks	planners	\$	1,074.98
Seward County Independent	legals, advertising, subscriptions	\$	356.29
SocialStudies.com	teaching supplies	\$	145.52
Staff Development for Educators	conference regist	\$	69.00
Staples	supplies	\$	99.92
TAESE/Utah State Univ	conference regist	\$	125.00
Teaching Strategies	GOLD online portfolios	\$	400.75
The Crete News	advertising	\$	24.00
The Library Store	library supplies	\$	372.86
Tom Vajgrt	refinish gym floor	\$	1,175.00
Triarco	supplies	\$	669.27
Unite Private Networks	WAN	\$	554.00
USBank VISA	Activity Fund - NHS & BB camp supplies	\$	91.51
USBank VISA	Amazon - paperback for English	\$	536.78
USBank VISA	Maximum Velocity - shop supplies	\$	80.05
USBank VISA	Amazon - classroom supplies	\$	87.08
USBank VISA	Home Depot - shop supplies	\$	398.00
USBank VISA	Amazon - janitorial	\$	23.15
USBank VISA	OnePassword - subscription	\$	26.22
USBank VISA	USPS - window envelopes	\$	308.50
USBank VISA	Meals - D Kraus	\$	38.33
USBank VISA	Box Cars & One Eyed Jack - math supplies	\$	179.90
USBank VISA	Hall County Airport Parking	\$	25.00
USBank VISA	LAS Xpress - airport shuttle	\$	234.00
USBank VISA	Allegiant	\$	220.00
USBank VISA	Meals at conference - 6 people * 6 meals	\$	905.83
USBank VISA	Palazzo - conference lodging 6 people	\$	3,310.80
Voyager Sopris	teaching supplies	\$	164.95
Waste Connections	garbage service	\$	860.15
Windstream	phone service	\$	389.27
Zachary Weir	piano accompanist - 17-18	\$	150.00
	REVISED TOTAL	\$	90,779.89

Thurs Aug 9th 6 am budget committee met Mr. Kraus, Nate Klenke, Scott Vynalek, Paul Segner, Mrs. Clouse present.

Mr. Kraus shared with us where he is at on the budget and that he and Michelle had gone to NDE to have them look it over. He has the total levy set now at .889. Total asking is down \$44,033.33 from last year. We will discuss this at board meeting on Monday night.

Mrs. Stutzman's Principal Report

"Individually Unique, Together Complete"

August

What has happened.....

- Administration Days in Kearney
- All Staff Back to School Gathering with spouses at The Pour House
- Elementary Curriculum Alignment Meeting
- ESU #6 New Principals Meeting
- Magnets for security on doors in the Elementary area (MS and HS aren't in need, due to different doors)
- New Teacher Meeting
- Received Guidance Curriculum K-8th Grade, "2nd Step" from Saline County C/URB
- Honored staff for years of teaching (Margo 40, Paul and Tressa 30, Jim 27, and Sue 25) and other staff for service in increments of 5 years.

What is coming up....

- Bulldog Buddies- K-12th Grade Monthly Meeting (Mixed ages in groups with staff members)
- Friend Bulldog Mentor/Mentee Program
- Lockdown Practice, Fire Drill, Bus Evacuation Practice
- MTSS conference
- Cohort at Shickley
- September 20th Grandparents Day Celebration (Pre-School)
- September 21st Grandparents Day Celebration (K-6th)
- September 28th Homecoming (Friend)

Friend Public Schools:

Committed to engaging all students, staff, and community to ensure a diverse education through a culture of life-long learning.

Superintendent Report

1. School has officially started with staff today. Sports practices have begun and students are getting schedules in order. We are ready to go and are off to a good start.
2. Safety/Security- Motorola walkie talkies purchased and will be on playground, front office and admin office. Front doors will be locked this year. Chief Lang has been contacted to do annual safety audit in October. Electronic Contracting was here to look at intercom needs. Drills have been scheduled early in the year (Bus, fire, lock down, etc.)
3. Enrollment- as of today our PreK-12 total is 248 students.
4. Area Membership meeting- All board members have been registered. Sept. 19
5. Visited NDE with Michele and met with Budget committee to finalize budget. Valuations will be in Aug. 20th. Next month we will have our Budget Hearing and Tax Request Hearing.
6. MOE update- We have reclassified funds to Sped and hope this will meet MOE compliance.
7. Admin. Retreat- Met with Liz and Amy with agenda of misc items. One main focus was the strategic plan and prioritizing, assigning items.

RESOLUTION

WHEREAS, the School Board is required by law to adopt by resolution policies and specific standards for acceptance or rejection of option enrollment applications; and,

WHEREAS, the School Board has received and reviewed evidence and information submitted by the administration and other sources and made determinations thereon with respect to standards for acceptance or rejection and with respect to the capacity of this school district to accept option enrollment students based upon available staff, available facilities, projected enrollment, and availability of special education programs; and,

WHEREAS, the School Board has determined that the educational interests of this school district would be best served by adoption of the resolutions, and the policies and specific standards herein contained.

NOW, THEREFORE, BE IT RESOLVED that the Option Enrollment Policy presented to the School Board as Policy 5006, and Appendix "1" to such Policy 5006, should be and the same are hereby adopted, and any previous policy or interpretation or application of the option enrollment program which is or has been inconsistent with the Policy 5006, and Appendix "1" to such Policy 5006, are repealed effective on the date of the passage of this resolution,

BE IT FURTHER RESOLVED that all paragraphs, subparagraphs, and portions of words of this Resolution, of Policy 5006, and Appendix "1" to such Policy 5006 are severable and that in the event any of the same are determined to be invalid for any reason, such determination shall not affect the validity of any of the remainder of the same.

BE IT FURTHER RESOLVED that policies and specific standards for acceptance or rejection of option enrollment applications should be and are hereby adopted, for applications filed after adoption of this resolution, and are hereinafter set forth:

The above Resolution, having been read in its entirety, member moved for its passage and adoption, member _____ seconded the same. After discussion and on roll call vote, the following members voted in favor of passage and adoption of the above Resolution: _____.
The following members voted against the same: _____.
The following members were absent or not voting: _____.
The Resolution having been consented to and approved by more than a majority of the members of the School Board, was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska open meetings law.

DATED this ____ day of _____, _____.

FRIEND PUBLIC SCHOOLS

By: _____
President

Attest: _____
Secretary

Appendix "1" to Option Enrollment Policy

The following is Appendix "1" to Policy 5006 for each dated school year. The Board of Education hereby sets forth the maximum number of option students for the each school year, dated in this form; in any program, class, grade level or school building or in any special education programs operated by this school district, based upon available staff, facilities, projected enrollment of resident students, projected number of students with which this school district will contract based on existing contractual arrangements, and availability of appropriate special education programs. Any program, class, grade level, or school building which has "0" as the No. of Option Students is hereby declared unavailable to option students due to lack of capacity.

PROGRAM/ Dated Year: 2018-19	PROGRAM CAPACITY	PROJECTED ENROLLMENT	NO. OF OPTION STUDENTS
Kindergarten	25	15	5
First	25	21	0
Second	25	13	7
Third	25	19	1
Fourth	25	19	1
Fifth	25	14	6
Sixth	25	16	4
Building Capacity, Elementary	210	117	24
Level I Elementary Special Education	35	30	0
Level II & III Elementary Special Education	2	2	0
Seventh	30	19	6
Eighth	30	17	8
Ninth	30	10	15
Tenth	30	16	9
Eleventh	30	16	9
Twelfth	30	19	7
Building Capacity, Jr./Sr. High School Attendance Center	180	97	54
Level I Jr./Sr. High School Special Education Program	25	22	0
Level II and III Jr./Sr. High School Special Education	12	3	0

Community RelationsMemorial Policy

The loss of a loved one is always very difficult and the desire to remember that loved one is significant. The staff and administration of Friend Public Schools will adhere to the following guidelines when memorializing deceased students and staff.

GuidelinesDuring the School Day

1. School will not be routinely dismissed for funerals; exceptions will be made for enrolled students or staff member's funerals. The administration will have the sole discretion to determine whether or not to dismiss school and which grades will be dismissed to facilitate funeral attendance.
2. Students will be required to bring written permission from parents to attend funerals if school is not dismissed for the funeral.
3. Using school grounds or facilities for funerals of students or staff will be discouraged.
4. Parents need to provide for the transportation needs of their students to and from the funeral as well as the emotional support necessary before, during, and after the service. It is for those reasons that Friend Public Schools will not transport students to and from funerals.

Current Students and Staff

5. Memorials will only be allowed for those students who were enrolled in Friend Public Schools at the time of their death or for staff who were serving the district at the time of their death. Memorials will not be allowed in instances of suicide.

Permissible Memorials

6. Any memorial must be of the form and content so as to memorialize the deceased student or staff member without disrupting the operation of the District.
7. Under no circumstance will any memorial be required to be maintained or monitored in any way by any District staff member. This includes any living memorial (such as trees, bushes, shrubs and the like) or any object that requires attention from a staff member, electricity or wireless internet access.
8. No memorials will be acceptable that require the retirement or discontinued use of school property.
9. Items that, in the Board and Superintendent's discretion, improve the school campus (such as benches, sidewalks and the like) may be accepted.
10. No memorials will be acceptable that infringe on the separation of church and state.
11. No memorials will be acceptable that require the use of public funds for purchase, development, or maintenance.

Money Donation

12. Anyone donating money to the school on behalf of the deceased may make suggestions on how the money is to be used, but the final determination of how the funds will be used will be made by the Superintendent and the Friend Board of Education. Once money is donated, the donor may not receive a refund of any amount.
13. The class of the student may choose to honor the deceased at their class's graduation ceremony, provided that the method of memorializing the student will not cause a disruption at the graduation ceremony, will not detract from the celebration of graduation and graduates and has been approved by the deceased's family, the senior class sponsors, and the principal.
14. No scholarships or awards in the deceased's name will be arranged by the school. Scholarships or awards in the deceased's name that are established by outside organizations or individuals will be allowed by approval of the Superintendent.
15. Publications in the school's newspaper, yearbook, or webpage that memorialize the deceased must be approved by the Superintendent and by the parent(s) of the deceased.
16. The Board of Education recognizes the guidelines listed above are not an all encompassing list and respectfully reserve the right to exercise its best judgment for those instances not covered by the guidelines appearing above.

Date of Adoption: _____

BusinessVideo Surveillance

1. Purpose. The Board authorizes the use of video cameras and other passive electronic measures (such as motion detectors) for the purposes of ensuring the health, welfare and safety of staff, students and visitors, safeguarding District facilities and equipment, and maintaining student discipline and an appropriate educational and work environment.
2. Placement. Video cameras and similar devices are authorized to be used on school facilities, school vehicles and other places within the control of the District. The locations in which the devices will be placed and the times the devices will be in use are to be determined by the Superintendent or the Superintendent's designee consistent with the purposes set forth in this Policy. The devices shall not be placed or operational in locations in which individuals have a high expectation of privacy, such as restrooms and locker rooms.
3. Notice. Notice of the fact that video surveillance cameras are being utilized shall be given through appropriate mechanisms, such as by posting signs in the building entry and other locations and by including a notice in the student-parent and staff handbooks.
4. Viewing Monitors and Video Recordings. Monitors used to view video recordings are to be located and positioned such that only authorized personnel are able to see the images on the monitors. Only authorized personnel shall be allowed to view recorded video. Authorized personnel for these purposes are: school administrators, school staff members with a direct involvement with the recorded contents of the specific video recording and employees or agents responsible for the technical operations of the system (for technical purposes only).

School administrators may allow law enforcement officers to view monitors and recorded video when such is consistent with school security and discipline and consistent with law.

Students shall not be permitted to view the monitors. Students shall not be permitted to view recorded video except where the individual student is the focus of the recorded video.

5. Use of Video Recordings. Video records may be used as a basis for student or employee disciplinary action and for making reports to law enforcement.
6. Video Recordings as Education Records. Video recordings which are considered to be "education records" within the scope of FERPA shall be maintained in accordance with FERPA and other applicable laws. A video recording may be considered an education record when a specific student is the focus of the video recording.

For example, if the video recording shows a student violating a school rule, the video recording is an education record of that student. It may be viewed on request by that student's parent (or the student if age 18 or older). The video recording may not be viewed by, nor will a copy be given to, others without the parent's written consent unless a FERPA exception exists.

In the event more than one student is a focal point of the video recording, it may be an education record of each such student. This would be the case, for example, if two students are recorded fighting. In that event, the school would allow both set of parents an opportunity on request to view the video, but will not give a copy of the video to either set of parents, without the written consent of the other student's parent.

7. Maintaining Video Recordings. The District shall comply with all applicable state and federal laws related to record maintenance and retention of video recordings. Video recordings that contain personal information shall be securely stored and, when such recordings are no longer needed or required to be maintained, shall be properly disposed of or erased.
8. Maintaining the Integrity of the Video Surveillance System. The building principals shall be responsible for periodically checking the video surveillance system within their building to ensure it is operating properly. Students or staff who vandalize, damage, disable, or render inoperable surveillance cameras or equipment, or use the video surveillance system in a manner that is not consistent with the purposes set forth in this Policy, shall be subject to appropriate disciplinary action (up to and including expulsion, for a student, and termination, for a staff member) and referral to appropriate law enforcement authorities.

Legal Reference: Family Educational Rights and Privacy Act, 20 U.S.C. § 1232(g) (34 C.F.R Part 99)
State Records Administrator Guidelines:
Schedule 10: Records of Local School Districts (Feb. 1989)
Schedule 24: Local Agencies General Records (March 2005)
Electronic Imaging Guidelines (March 2003)

Date of Adoption: [Insert Date]

Business Operations

Procurement Plan – School Food Authorities

The following procurement policy statement shall govern all purchasing activities that relate to any aspect of the National School Lunch and Breakfast Programs. This statement is meant to provide guidance to our personnel and vendors on acceptable and/or required procurement practices. Our goal is to fully implement all required and recommended procurement rules, regulations and policies set forth in 2 CFR 200, 7 CFR parts 210, 3016 and 3019, and by the State Agency.

Procurement Policy

The purchasing procedure to be followed shall be determined by the anticipated total annual expenditure on items related to the food service program:

- When the annual total for food service program related items is less than \$150,250,000 per year (per procurement event or in aggregate purchases) this organization will follow the informal Small Purchase Procedure.
- When the annual total for food service program related items is greater than \$150,250,000 per year (per procurement event or in aggregate purchases) this organization will follow the Formal Competitive Solicitation Procedures.

Micro-Purchase Procedures

Micro-Purchases may be used for annual transactions under \$310,500,000 made with a vendor [2 CFR 200.320(a)].

Prices will be reviewed for reasonableness [2 CFR 200.320(a)].

Purchases will be spread equitably among all qualified sources [2 CFR 200.320(a)].

Small Purchase Procedures

For purchases made below the small purchase threshold, Small Purchase Procedures will be utilized to purchase necessary goods and services. When Small Purchase Procedures are used, this organization will take the following steps:

1. Contact a minimum of three potential vendors
2. Document each vendor's quoted price
3. Select the company that provides the lowest, most responsive, and responsible bid
4. Inform all bidding companies in writing of the final decision made by the sponsor
5. Write contract for meal service between the sponsor and the winning bidder.

Formal Competitive Solicitation Procedures

For purchases made in excess of the small purchase threshold, a Formal Competitive Solicitation will be conducted. When Formal Competitive Solicitation Procedures are used, this organization will take the following steps:

1. Prepare an Invitation for Bid (“IFB”) or Request for Proposal (“RFP”) document specifically addressing the items to be procured
 - a. Include detailed specifications

- b. Ensure price will be most heavily weighted
2. Publicly announce and advertise the bid/proposal at least 21 calendar days prior to bid opening
 - a. Announcements will include the date, time and location in which bids will be opened
3. Determine the most responsive and responsible bid/proposal by using the selection criteria set forth in the bid/proposal document
 - a. Responsible bidders will be those whose bid/proposal conform to all of the terms, conditions and requirements of the IFB/RFP
4. Award the contract
 - a. To the most responsive and responsible bidder based on the criteria set forth in the IFB/RFP
 - b. At least two weeks before program operations begin
 - c. If a protest is received, it must be handled in accordance with 7 CFR 210.21
5. Retain all records pertaining to the formal competitive bid process for a period of five years plus the current year

(Note: If the bid threshold established in the sponsor's procurement policy statement is less than \$150,000, the smaller bid threshold will govern.)

This organization incorporates the following elements into the Procurement Policy Statement, as required by 2 CFR 200 and 7 CFR parts 210, 3016 and 3019.

- A. Competition: We shall demonstrate our goods and services are procured in an openly competitive manner. Competition will not be unreasonably restricted. [7 CFR 210.21(c)(1)] [2 CFR Part 200.319(a)(1-7)]
- B. Comparability: We recognize for true competition to take place, we must maintain reasonable product specifications to adequately describe the products to be purchased and the volume of planned purchases based upon pre-planned menu cycles. 2 CFR 200.319(a)(6)/7 CFR 3016.36(c)(3)(i)/7 CFR 3019.44(a)(3)(iv)]
- C. Documentation: We shall maintain for the current year and the preceding three years all menus, production records, invitations to bid, bid results, bid tabulations or any other significant materials that will serve to document our policies and procedures. [2 CFR 200.318(i)/7 CFR 3016.36(9)]
- D. Code of Conduct: This program shall be governed by the attached Code of Conduct and it shall apply to all personnel, employees, directors, agents, officers, volunteers or any person(s) acting in any capacity concerning the food service procurement program. [2 CFR 200.318(c)(1)/7 CFR 3016.36(3)(1-1 v)]
- E. Procurement Review Process: This procurement plan shall receive an internal program review on an annual basis by a staff person who is not associated with food service

procurement process. This review shall be summarized in written form and kept with the other required program documentation.

- F. Contract Administration: Purchases shall be checked or verified by designated staff to assure that all goods and services are received and prices verified. All invoices and receipts shall be signed, dated, and maintained in the documentation file. [2 CFR Part 200.318(b)] [7 CFR Part 3016.36(b)(2)]
- G. General Requirements:
- Small, minority and women's businesses enterprises and labor surplus firms are used when possible. [2 CFR 200.321]
 - A cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold including contract modifications. [2 CFR 200.323(a)]
 - Documented Procurement Procedures and activities will be maintained. [2 CFR 200.318(a)]
- H. Duties of Food Service Supervisor:
1. To work with staff and clients in developing acceptable menus for breakfast and lunch.
 2. To compile market orders or requisitions for purchases which accurately reflect the total quantities of required foods to be ordered per (day, week or month).
 3. To place and confirm orders with vendors, or make plans to purchase the required items.
 4. To keep program menus up to date by testing and using new products and seeking feedback from staff and clients.
 5. To send out bid quotation forms to vendors who have expressed an interest in doing business with the sponsor.
 6. To make procurement awards based on the lowest and best vendor's response as determined by quality, availability, service and price.
 7. To work with vendors on a fair and equal basis.
 8. To develop a list of acceptable brands. (Multiple brands per bid item when possible.)
 9. To conduct an in-house procurement review once per year.

Date of Adoption: [Insert Date]