

Board of Education Regular Meeting
Tuesday, March 26, 2019, 6:00 PM
Lincoln Public Schools District Office 5905 O
Street Lincoln, NE 68510

1. LPS BOARD OF EDUCATION INFORMATION
2. CALL TO ORDER
3. ROLL CALL
4. ANNOUNCE OPEN MEETING ACT POSTING AND LOCATION
5. APPROVAL OF MINUTES
6. SPECIAL REPORTS, PRESENTATIONS AND CELEBRATIONS OF SUCCESS
 1. Student Celebration: Lincoln Public Schools Celebrates Culinary Curriculum and Culinary Extracurricular Activities
 2. Megan O'Brien - 2018 Nebraska Outstanding Young Music Educator
 3. Nissa Sturgeon - 2018 Nebraska Middle School Art Educator of the Year
7. PUBLIC COMMENT
8. CONSENT AGENDA
 1. Human Resources Matters
 2. Routine Business
 3. Option Enrollment Student Applications for 2018-19
 4. Option Enrollment Student Applications for 2019-20
 5. Late Requests for Enrollment Option Out 2019-20
9. FIRST READING, ACTION AT NEXT MEETING
 1. From Board Committees
 2. From the Superintendent
 1. County Funding for Truancy Diversion-Lite Program
 2. Bosch Community Fund Grant Proposal
10. SECOND READING, RECOMMENDED FOR ACTION
 1. From Board Committees
 1. Student Calendar Committee Recommendation: 2021-2022
 2. Policy 8000 Series- Board Operating Procedures
 3. Policy 8000 - Philosophy & Vision Statement
 4. Policy 8001 - Statement of Purpose
 5. Policy 8121 - President & Vice President
 6. Policy 8123 - Secretary
 7. Policy 8130 - Committees
 8. Policy 8210 - Filling Vacancies

9. Policy 8230 - Opportunities For Development
10. Policy 8270 - Former Members of the Board
11. Policy 8400 - Meetings
12. Policy 8460 - Annual Organizational Meeting
2. From the Superintendent
 1. Support for Improvement (SFI) Grant Through NDE
 2. Resolution for Option Enrollment Students 2019-20
 3. Chromebooks for 2019 Distribution #9600
11. EXPEDITED/EMERGENCY ACTIONS
12. ITEM(S) REMOVED FROM CONSENT AGENDA
13. INFORMATIONAL ITEMS/REPORTS
 1. From Board Committees
 2. From The Career Academy
 3. From the Superintendent
 1. Superintendent Update
 2. Monthly Financial Report
14. ANNOUNCEMENTS OF UPCOMING EVENTS FOR THE BOARD
15. PUBLIC COMMENT
16. REQUEST FOR CLOSED SESSION
 1. Request for Closed Session - Negotiations/Collective Bargaining, Property/Real Estate, Litigation, Security, Criminal Misconduct, Personnel, and Legal Advice Matters
17. ADJOURNMENT

LINCOLN PUBLIC SCHOOLS
Board of Education
Lincoln Public Schools District Office
5905 O Street
Lincoln, NE 68510

MINUTES OF MEETING – FEBRUARY 26, 2019

1. OPENING PROCEDURES

Notice of the time and place of the Lincoln Board of Education meeting was e-mailed to an extensive list of local and regional news media. A mailing list is maintained at the Lincoln Public Schools District Office. A public notice was published in the *LINCOLN JOURNAL STAR*.

2. CALL TO ORDER

Board President, Connie Duncan, called the meeting to order at 6:03 p.m.

3. ROLL CALL

PRESENT BOARD MEMBERS:

Lanny Boswell
Kathy Danek
Connie Duncan
Don Mayhew
Annie Mumgaard
Matt Schulte

EXCUSED BOARD MEMBERS:

Barbara Baier

STAFF IN ATTENDANCE:

Mr. Jim Gessford, Attorney for the Board
Dr. Steve Joel, Superintendent of Schools
Dr. Matt Larson, Interim Assistant Superintendent for Instruction
Mr. John Neal, Assistant Superintendent for Governmental Relations
Dr. Liz Standish, Associate Superintendent for Business Affairs

A list of other people in attendance is set forth in Report File No. Gg-83.

4. ANNOUNCE OPEN MEETING ACT POSTING AND LOCATION

The Lincoln Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of this meeting, the President announced and informed the public about the location of the posted information.

5. APPROVAL OF MINUTES

The February 12, 2019, minutes of the Lincoln Board of Education regular meeting were approved as distributed.

6. SPECIAL REPORTS, PRESENTATIONS, AND CELEBRATIONS OF SUCCESS

6.1. Lincoln Public Schools Honored as the National "Champion for Computer Science" School District for 2018

The Computer Science Teachers Association and Code.org named Lincoln Public Schools the national "Champion for Computer Science" for 2018. The Association cited efforts by LPS to make computer science accessible for all students, including its goal of "50/50 by 2020," meaning equal representation of female and male students in computer science courses. LPS now offers computer science courses in all 39 elementary schools, eight of 12 middle schools and all six high schools.

Kent Steen, LPS Curriculum Specialist for Computer Science, and computer teachers from across the district accepted the Board resolution.

Mr. Mayhew, Mr. Boswell seconded

That the Lincoln Board of Education adopt the following resolution:

WHEREAS, Lincoln Public Schools has been chosen as the national 2018 "Champion for Computer Science" school district; and

WHEREAS, Lincoln Public Schools was selected for this honor because of its commitment to making computer science accessible to all students; and

WHEREAS, nothing demonstrates this commitment more than the school district's goal of equal representation of female and male students in computer science courses; and

WHEREAS, Lincoln Public Schools now offers computer science courses in all 39 elementary schools, eight of 12 middle schools and all six high schools; and

WHEREAS, this honor would not be possible without the hard work, innovation, and curiosity of teachers, staff, community partners, and students.

NOW THEREFORE BE IT RESOLVED that the Lincoln Board of Education does hereby congratulate Lincoln Public Schools for being named the national "Champion for Computer Science" school district for 2018.

MOTION PASSED

- Lanny Boswell Yes
- Kathy Danek Yes
- Connie Duncan Yes
- Don Mayhew Yes
- Annie Mumgaard Yes
- Matt Schulte Yes

6.2. Student Celebration: Lincoln Public Schools Celebrates Music Curriculum and Instruction

Lance Nielsen, Supervisor of Music for Lincoln Public Schools, spoke about the meaning and value of the solo and ensemble experiences. He introduced members of the Lincoln Southwest High School Vocal Octet who performed for the Board.

7. PUBLIC COMMENT

Patrick Conway and Kory Reiman addressed the Board about school safety.

Diane Bartels and Richard Schmeling, representing Citizens for Improved Transit, asked the Board to consider budgeting for city bus passes for the district's low-income students.

8. CONSENT AGENDA

8.1. HUMAN RESOURCES MATTERS

Human Resources Matters, as set forth in Report File No. Gg-84, were presented.

8.2. ROUTINE BUSINESS

8.2.a. Claims/Wire Transfers

Claims were presented for the periods ending February 26, 2019, and the following wire transfers were made: Federal Tax ACH Deposit of \$73,936.31; State Tax ACH Deposit of \$871,700.54; Procurement Card ACH Transfer of \$105,258.61; Child Support ACH Transfer of \$490.50; Office Depot ACH Transfer of \$19,933.09; Term Life/Disability ACH Transfer of \$199,120.03; Retirement ACH Transfer of \$5,137,903.39; and Vendor ACH Transfer of \$90,907.37. A copy of the claims is set forth in Report File No. Gg-85.

8.2.b. Payroll

Payroll in the amount of \$232,378.47 was presented for the period ending February 6, 2019.

8.2.c. Gifts

A list of approved gifts was presented, as set forth in Report File No. Gg-86.

8.2.d. Bids/Contracts/Future Bids/Other Routine Business

Bids/contracts/future bids/other routine business discussed at the Board's prior meeting or which are under \$500,000 were presented, as set forth in Report File No. Gg-87.

8.3. Option Enrollment Student Application for 2018-19

Mrs. Duncan announced that staff had asked to pull item 8.3 from the agenda this evening and stated that this item would come back at a future meeting.

8.4. Late Request for Enrollment Option Out 2018-19

March 15, 2018, was the deadline for enrollment option applications to be completed for students wishing to attend school in a district other than the one in which they reside for the 2018-19 school year. The Lincoln Public Schools Board of Education has authority to waive the deadline for late enrollment option requests (NDE Rule 7, Section 004.05).

A request from a student who resides in the district of Lincoln Public Schools and wishes to attend school outside of Lincoln Public Schools was received after the March 15, 2018, deadline. The Lincoln Board of Education may deny or approve this request. If the request is approved by the Board of Education, it will be forwarded to the option school district for approval.

Student No.	Option District
408720	Waverly

Mrs. Danek moved, Mr. Mayhew seconded

Mr. Boswell declared a conflict of interest and advised that he would abstain on Agenda Item 8.2.a, Regular Claims. The filed conflict form is set forth in Report File No. Gg-88.

Mrs. Danek declared a conflict of interest and advised that she would abstain on Agenda Item 8.2.a, Regular Claims. The filed conflict form is set forth in Report File No. Gg-89.

Mrs. Duncan declared a conflict of interest and advised that she would abstain on Agenda Item 8.2.a, Regular Claims. The filed conflict form is set forth in Report File No. Gg-90.

That the Board approve Consent Agenda items 8.1, 8.2, and 8.4 as presented with the removal of Routine Business item 8.2.d: No 3. 72-Passenger School Buses #9581, No. 4. 84-Passenger School Buses #9582, No. 5. 54-Pasenger School Buses #9580, and item 8.3: Option Enrollment Student Application for 2018-19.

MOTION PASSED

Lanny Boswell	Yes
Kathy Danek	Yes
Connie Duncan	Yes
Don Mayhew	Yes
Annie Mumgaard	Yes
Matt Schulte	Yes

9. FIRST READING, ACTION AT NEXT MEETING

9.1. From Board Committee

9.1.1. Student Calendar Committee Recommendation: 2021-2022

Each year a joint LPS/LEA committee, composed of parents, Board members, education association leaders, teachers and administrators, recommends a student calendar for the Board's consideration. It has been the practice of the Board to adopt calendars more than a full calendar year before it is in place.

As in previous years, the Calendar Committee has followed Board approved student calendar primary and secondary variables to design and recommend a student calendar that meets the Calendar Committee's purpose statement, "The school calendar demonstrates the district's commitment to learning. It is based on sound instructional considerations and priorities ensuring the continuity, efficiency, and effectiveness of teaching and learning."

The Calendar Committee received additional input from neighborhood and parent groups and LEA faculty representatives during the process of creating this calendar. Highlights from the proposed calendar for 2021-22:

- First day of school Monday, August 16, 2021
- Last day of school, Wednesday, May 25, 2022
- Thanksgiving break, November 24-26, 2021
- Winter break, December 23, 2021 through January 5, 2022
- Quarter break, March 14-18, 2022
- Spring break, April 15, 2022
- Arbor Day State Holiday, April 29, 2022

Ms. Mumgaard said the committee prioritized a schedule that would support resiliency for students and staff while keeping with tradition. She said the benefits of the proposed calendar outweighed the negatives.

Mrs. Danek was supportive of shortening the September break to one day. She asked what affect starting school on a Monday would have on the first day of school for upper classmen.

Mr. Neal responded that the Calendar Committee sets the calendar, and the arrangements for upper classmen to start the following day was established by Instruction. He anticipated that same pattern would be followed in 2021-22.

9.1.2. Policy Series 8000 – Board Operating Procedures

Periodically, new circumstances or changes in legislation or regulation from the state or federal government requires the school district to make a number of minor updates to align existing policy without changing the original leadership or organizational intent of the Board. When the Board has a number of such policies to revise, it collects them into a single Board agenda item.

Policies 8002, 8004, 8006, 8100, 8120, 8220, 8250, 8310, 8350, 8441, 8450, 8480, and 8501 have the following edits for the purpose of consistency in language:

- "School Board" changed to "Board"
- "School District" changed to "District"
- "the schools" changed to "the District"
- "Superintendent of Schools" changed to "Superintendent"
- "he/she" changed to the appropriate noun

The following policies are submitted for affirmation as written and do not require revisions: 8003, 8005, 8110, 8122, 8260, 8311, 8320, 8330, 8340, 8410, 8420, 8440, 8442, 8443, 8470, 8500, 8504.

Mr. Schulte asked about the changes to the language in Policy 8250 that provided guidelines for Board spending and approval of trips.

Mr. Boswell replied that the language was changed to align with current practice.

Mr. Schulte asked about the reference to employees and volunteers.

Mr. Boswell said that would represent staff and/or community members serving as volunteers, i.e., chaperones on student trips.

Mr. Schulte suggested that language did not belong under Board policy.

Mr. Schulte stated that he would like to amend Policy 8441 - Order of Business to include the Pledge of Allegiance. He cited other governing bodies include the pledge within their agenda or before "call to order." He asked the Board to consider adopting that as part of this Policy.

Mrs. Duncan instructed Mr. Schulte to refer that request to the Policy Committee for consideration.

Mr. Neal said the next meeting of the Policy Committee was scheduled in late March or early April.

9.1.3. Policy 8000 – Philosophy and Vision Statement

The revision to Policy 8000 adds the Board Vision Statement developed during the Strategic Planning process in 2017.

9.1.4. Policy 8001 – Statement of Purpose

The revisions to Policy 8001 removes unnecessary language and clarifies that the Statement of Purpose for the Board was established by the State of Nebraska.

9.1.5. Policy 8121 – President and Vice President

The revisions included in Policy 8121 have been made to put into policy current Board practice in terms of the Board President's duties. Revisions have also been made to bring consistency in policy language by replacing outdated verbiage.

9.1.6. Policy 8123 – Secretary

The revisions to Policy 8123 removes unnecessary language and provides clarity. It provides for the Board Treasurer to receive notice, rather than the Board Secretary (currently designated as the Superintendent), when it is required that notice be given to the Secretary.

9.1.7. Policy 8130 – Committees

The revisions to Policy 8130 remove unnecessary verbiage and replaces the listing of Committee of the Whole with a description of their function. The language has been revised to clarify that appointments to Board are at-will appointments. The Lincoln Safe and Successful Kids Interlocal Board and Joint Board of The Career Academy have been added under committee Special Appointments.

Mr. Schulte suggested a formatting change to Policy 8130.

Mr. Neal said he would take care of the change.

9.1.8. Policy 8210 – Filling Vacancies

The revisions to Policy 8210 align the language of the policy with state law.

9.1.9. Policy 8230 – Opportunities for Development

The revision to Policy 8230 provides direction for obtaining approval of staff development opportunities that may exceed the authorized amount, which is established at one thousand dollars.

9.1.10. Policy 8270 – Former Members of the Board

The revision to Policy 8270 adds the presentation of diplomas at graduation ceremonies as a service provided to former Board members.

9.1.11. Policy 8400 – Meetings

The revisions to Policy 8400 clarify when the Board may hold a closed meeting session.

9.1.12. Policy 8460 – Annual Organizational Meeting

The revisions to Policy 8460 provide clarity in the procedures for election of officers and other business to take place at the annual organizational meeting of the Board. It designates the Board's legal counsel as the Acting Chair for the election of President; clarifies the procedure for electing the Secretary and Treasurer, and builds into policy the manner in which motions for the election of officers should be made.

Mr. Schulte suggested a few formatting changes to Policy 8460.

Mr. Neal said he would take care of that change.

9.2. From The Superintendent

9.2.1. Support for Improvement (SFI) Grant through NDE

As part of Nebraska's Every Student Succeeds Act Plan, the Nebraska Department of Education offers funding for improvement efforts at schools identified for Comprehensive Support and Improvement (CSI). The AQUeSTT accountability system was used to identify schools identified for CSI support, including performance on NSCAS ELA & Math, growth and progress toward proficiency, and progress toward English language proficiency.

Federal law requires all CSI schools to complete a needs assessment and develop a plan of action for improvement based on that needs assessment, which is also a competitive application for financial support from NDE. The goal for the school's plan of action/application is to focus resources on student academic and support services that result in school wide improvement over three years. The plan of action must be submitted by early March for competitive review.

Within Lincoln Public Schools, Clinton Elementary School has completed a needs assessment and proposes to develop a Plan of Action/Support for Improvement (SFI) application for funding consideration by NDE. The additional supports available through an SFI grant would provide an opportunity to create or enhance academic and support services at Clinton.

Proposed activities will include additional support for teacher professional development and student learning, as well as additional summer opportunities for students.

9.2.2. Chromebooks for 2019 Distribution #9600

The CLASS technology plan provides budget resources in the 2018-19 fiscal year for the purchase of enough Chromebooks to provide one for each student in the 2019-20 sixth grade class (3,250) and ninth grade class (3,055).

Quotes for 17 models of standard and touch Chromebooks were received from seven vendors in response to RFQ 9235. Review and testing, including a review of serviceability by LPS repair technicians, was a required element of the vendor response and 12 models were delivered for this purpose. The Dell 5190 standard and touch models were the lowest cost and best scoring on a weighted list of features resulting in a value quotient higher than any other model. A complete tabulation of the cost and evaluation scoring is available from the Purchasing Department.

The popularity of Chromebooks in K12 education settings is a catalyst for innovation in the Chrome operating system, Google Cloud ecosystem, and development of web apps with functionality equal to traditionally installed software. This accounts for LPS teachers and students who report a high degree of satisfaction with the capability of Chromebooks as a tool for learning.

Repair data and experience this school year using the Chromebook models proposed for purchase were shared with the Board Technology Committee. Both the data and first-hand experience affirmed the distribution of touch capable and standard Chromebooks. Thus, the recommendation is to continue with touch Chromebooks for 9th grade students who will use them throughout their high school years and standard Chromebooks for 6th grade students who will use them for their middle school years.

It is recommended that the Board award a total of \$1,875,381.95 to Dell EMC Inc. (Round Rock, Texas) to purchase 3,250 Dell 5190 Standard Chromebooks with Chrome management and a 3-year warranty and 3,055 Dell 5190 2-in-1 Chromebooks including Chrome Management and a 4-year warranty.

Vendor	Description	Quantity	Cost	Extended Cost
Dell EMC Inc.	Dell 5190 Standard Chromebook	3,250	\$248.99	\$ 809,217.50
Dell EMC Inc.	Dell 5190 2-in-1 Chromebook	3,055	\$348.99	\$ 1,066,164.45

This will be an expenditure of \$ 1,875,381.95 from the General Fund and Depreciation Fund.

9.2.3. Wheelchair School Buses #9579

Staff asked that this item be removed from discussion this evening and referred to the Transportation Committee.

9.2.4. Portable Classrooms #9578

Bids were requested from interested vendors for the construction and installation of six portable classroom buildings: one each at Kooser, West Lincoln, Wysong, and Goodrich, and two at East High School.

It is recommended that award be made to the lowest responsible bidder meeting specifications:

Genesis Contracting Group (Lincoln, Nebraska)	\$677,500.00
There was one other bidder.	
Brester Construction (Lincoln, Nebraska)	\$720,000.00
A complete bid tabulation is available in the Purchasing Department.	

This will be a total expenditure of \$677,500.00 from the Deprecation Fund.

Mrs. Danek stated that the Board was still committed to eliminating the use of portables; however, the district had grown over 4,000 students in 5 years and this was a necessary solution. She asked the community to recognize the need and consider supporting the district with long-term solutions.

Staff asked for this item to be considered for approval this evening.

Mrs. Danek moved, Mr. Mayhew seconded

The Board, by approving this agreement with Genesis Contracting Group, is approving the award, the contract documents for this project, and all associated documents related thereto according to the terms and conditions as on file with district records or such other or additional terms and provisions as negotiated and approved by the Associate Superintendent for Business Affairs or a designee, and the Board is hereby delegating to and authorizing the Associate Superintendent for Business Affairs or a designee to sign, execute, and deliver the contract documents and all such related documents, make all contract payments, and to take or cause to be taken any and all other action and sign any other documents as may be necessary to complete the transaction, and to administer, operate, and/or implement the contract and all associated documents related thereto on a day-to-day basis during this project as contemplated thereby, for and on behalf of this school district, and hereby designates the Director of Operations, or another person as selected by the Associate Superintendent for Business Affairs or a designee from time to time as its program administrator under this agreement.

MOTION PASSED

Lanny Boswell	Yes
Kathy Danek	Yes
Connie Duncan	Yes
Don Mayhew	Yes
Annie Mumgaard	Yes
Matt Schulte	Yes

10. SECOND READING, RECOMMENDED FOR ACTION

10.1. From Board Committees

10.1.1. Newly Annexed Property to the City of Lincoln

The City of Lincoln has annexed a parcel of land, which automatically brings this property into the district of Lincoln Public Schools. This property needs to be assigned attendance centers so that potential purchasers of homes in this area will know which schools they will be attending:

Wandering Creek PUD, Annexation Ordinance #20731, for 2018-19 school year: Pyrtle Elementary School, Lux Middle School, East High School.

Mr. Schulte moved, Ms. Mumgaard seconded

That the Board approve the proposed attendance area assignments of the newly annexed property.

MOTION PASSED

Lanny Boswell	Yes
Kathy Danek	Yes
Connie Duncan	Yes
Don Mayhew	Yes
Annie Mumgaard	Yes
Matt Schulte	Yes

10.1.2. Policy 5504 - Child Abuse and Neglect

Mr. Boswell said the revisions to this policy added clarity regarding the responsibility and reporting procedures for child abuse and neglect.

Mr. Boswell moved, Mrs. Danek seconded

That the Board approve revisions to Policy 5504.

MOTION PASSED

Lanny Boswell	Yes
Kathy Danek	Yes
Connie Duncan	Yes
Don Mayhew	Yes
Annie Mumgaard	Yes
Matt Schulte	Yes

10.2. From the Superintendent

There were no items presented for Second Reading from the Superintendent this evening.

11. EXPEDITED/EMERGENCY ACTIONS

There were no expedited or emergency actions presented this evening.

12. ITEMS REMOVED FROM CONSENT AGENDA

The items removed from the Consent Agenda have been referred to Board committees or staff for further discussion.

13. INFORMATIONAL ITEMS/REPORTS

13.1. From Board Committees

13.1.1. Budget Calendar for the 2019-20 Budget

Board Policy 3100 directs staff to present a budget calendar. The budget calendar includes the following: Publication of the budget hearing date on August 4, 2019; the public hearing/budget forum on August 13, 2019; and budget approval on August 27, 2019.

Dr. Standish said the budget calendar for the 2019-20 budget was available on the district's website.

13.2. From The Career Academy

There was no report from The Career Academy at this meeting.

13.3. From the Superintendent

13.3.1. Superintendent Update

Dr. Joel thanked all staff working on the ERP conversion and those who participated in the Option Task Force. These assignments were placed on top of their regular duties and all involved rose to the occasion.

Dr. Joel said the Option Task Force found that Lincoln Public Schools was in a great position to strengthen the choice offerings for our students.

13.3.2. Monthly Financial Report

The monthly financial report for the month ending January 31, 2019, was presented, as set forth in Report File No. Gg-91.

14. ANNOUNCEMENTS OF UPCOMING EVENTS FOR THE BOARD

- February 27: Chamber Annual Lunch, 11:30 p.m., PBA
- February 28: GNSA, 9:30 a.m., NCSA
- March 5: TCA Joint Board Meeting, 8:00 a.m., TCA
- March 6: Chamber Coffee, 8:00 a.m., Chamber Office
Breakfast for National School Breakfast Week, 8:15 a.m., Rousseau Elementary
- March 7: Thank you Teacher Breakfast, 7:30 a.m., Governor's Mansion
Nebraska State Senator Appreciation Lunch, 12:00 p.m., Chamber Office
- March 11-15: Spring Break
- March 13: Face the Chamber, 12:00 p.m., Country Club of Lincoln
- March 20: GNSA Meeting, 9:30 a.m., NCSA
- March 21: SSKI Board Meeting, 7:30 a.m., LPSDO
- March 26: Board Meeting, 6:00 p.m., LPSDO

15. PUBLIC COMMENT

There were no speakers at this portion of the meeting.

16. REQUEST FOR CLOSED SESSION

Mrs. Duncan advised that there was a request for a closed session this evening.

Mrs. Danek moved, Mr. Boswell seconded

That the Board go into closed session for strategy session with respect to property/real estate matters clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law; and for discussions of the legal consequences of specific action and legal advice clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.

MOTION PASSED

Lanny Boswell	Yes
Kathy Danek	Yes
Connie Duncan	Yes
Don Mayhew	Yes
Annie Mumgaard	Yes
Matt Schulte	Yes

BOARD RECESSES/RECONVENES

Mrs. Duncan declared the Lincoln Board of Education was going into closed session at 7:21 p.m. per its previously approved motion.

Mrs. Duncan declared the closed session had ended and that the Lincoln Board of Education reconvened into open session at 8:12 p.m.

17. ADJOURNMENT

There being no further business, the Lincoln Board of Education adjourned at 8:12 p.m. Recorded votes may be superseded or nullified by a previously announced or filed conflict of interest statement.

Connie Duncan
President of the Board

Stephen C. Joel
Secretary of the Board

LINCOLN PUBLIC SCHOOLS

Board of Education

Lincoln Public Schools

Lincoln, Nebraska

COMMITTEE OF THE WHOLE REPORT

February 26, 2019

1. OPENING PROCEDURES

Notice of the time and place of the Lincoln Board of Education meeting was e-mailed to an extensive list of local and regional news media. A mailing list is maintained at the Lincoln Public Schools District Office.

2. CALL TO ORDER

Board Vice President, Kathy Danek, called the meeting to order at 4:30 p.m.

3. ROLL CALL

PRESENT BOARD MEMBERS:

Lanny Boswell
Kathy Danek
Connie Duncan
Don Mayhew
Annie Mumgaard
Matt Schulte

EXCUSED BOARD MEMBERS:

Barbara Baier

STAFF IN ATTENDANCE:

Mr. Jim Gessford, Attorney for the Board
Dr. Steve Joel, Superintendent of Schools
Dr. Matt Larson, Associate Superintendent for Instruction
Mr. John Neal, Assistant Superintendent for Governmental Relations
Dr. Liz Standish, Associate Superintendent for Business Affairs

A list of other people in attendance is set forth in Report File No. Gg-80.

4. ANNOUNCE OPEN MEETING ACT POSTING AND LOCATION

The Lincoln Board of Education makes available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of this meeting, the Vice President announced and informed the public about the location of the posted information.

**5. 2018-19 ANNUAL GOALS AND PRIORITIES STATUS UPDATE:
IMPLEMENT A 21ST CENTURY HUMAN RESOURCES AND BUSINESS
SYSTEM**

Kirk Langer, Chief Technology Officer, gave an update on the progress of implementing a new Human Resources and Business System, as set forth in Report File No. Gg-81.

The scope of this project covers all Human Resource functions as well as budget and finance, accounting and payroll, purchasing, and all business functions at LPS. Mr. Langer said, as expected on a project this large, there had been some issues, but overall progress was on target for implementation by September 1, 2019.

Mr. Boswell asked if updating or eliminating outdated internal processes were being considered and wondered if there was language in district policies that may need to be changed or adjusted.

Mr. Langer said the project leaders had license to consider such changes and had been working with appropriate staff members to streamline current processes.

Dr. Standish replied that nothing had yet surfaced to the policy level.

Mr. Schulte understood that the project was trending over the original budget and asked what the original budget was for the total project.

Dr. Standish said the project's original budget was \$7 million; and at this time, the district was \$300,000 over budget.

**6. STRATEGIC PLAN AND 2018-19 ANNUAL GOAL AND PRIORITY
UPDATE: FUTURE READY GLOBAL CITIZENS/FOCUS
PROGRAMS/ALTERNATIVE INSTRUCTION**

Dr. Matt Larson said to address a portion of the district's Strategic Plan and one of the 2018-19 Annual Goals, Dr. Joel formed an Option Task Force to analyze the district's current focus program data. This internal group reviewed enrollment and capacity, academic effectiveness, and conducted perception surveys with students, parents and teachers. The summary information and full report are set forth in Report File No. Gg-82.

Dr. Larson said the Option Program Report would be shared with the Superintendent's Facility Advisory Committee (SFAC) as an additional resource. Once a decision is made about future high school space(s), the design of specific programs would be considered.

Mr. Mayhew was interested by the report's focus on retention, and he wondered why there was new concentration on that area. It seemed to him, the current satisfaction rates were high with students and parents.

Dr. Larson said the students surveyed were those currently enrolled in the programs. Therefore, the sample lacked feedback from students who had left the program. That loop would be closed with an exit survey, which staff was in the process of developing to source additional data in the future.

Dr. Larson indicated capacity was another important data point, stating no program was full at this time. However, the only program with significant capacity remaining was TCA.

Mr. Mayhew asked if there was a desire to move the district's current focus programs to existing high schools.

Dr. Larson said that recommendation would be guided by the work of the SFAC. Adding that embedding programs into existing or new facilities was a future direction suggested by the research of the Option Task Force. He stated research also indicated that focus programs offer high engagement in learning and could be a tool used to advance the district's overall vision of preparing all students to be college, career, and civic-life ready with a goal of 90 percent on-time graduation.

Dr. Joel interjected that national norms show that students are less likely to leave their home high school to attend a separate facility but programs embedded in their home high school yield higher participation.

Mr. Schulte asked if the seven areas identified as future considerations (Global Business; STEM: Aeronautics; Human Sciences; STEM: Health Sciences; STEM: Natural Resources and Agriculture; STEM: Information & Technology Systems; and Construction & Manufacturing) were in direct alignment with the needs of Lincoln employers.

Mr. Schulte also asked if the new marketing plan implemented by TCA would help the other programs improve their enrollment growth.

Dr. Larson said the district's current focus programs do some marketing with middle schools and during high school information nights. However, much could be learned from the TCA marketing plan and implemented across the district's other programs.

Ms. Mumgaard asked about the entrance application for the existing focus programs. Were they similar to the other programs the Option Task Force reviewed around the country?

Dr. Larson said the entrance applications for Arts and Humanities and the Science Focus programs were identical with one exception: the Science Focus Program requires students to have completed Algebra I. There are some differences in the application requirements for TCA because certain pathways have requirements specific to that pathway.

Ms. Mumgaard asked how the district would collect data on the impact of a focus program that was embedded into an existing high school.

Dr. Larson replied that the district now has an evaluation model that could be adjusted slightly to extract that information.

Ms. Mumgaard wondered if there was data indicating there could be too many choice options offered.

Dr. Larson said the indicator of that would be unused capacity in a program.

Ms. Mumgaard noticed that Performing Arts was not included in the graphic recommending the seven focus areas. She stated that she did not want the district to get too far away from that concept.

Mrs. Danek asked what the Option Task Force recommended as the best way to prepare middle school students for making a choice. She liked the idea of allowing them to try options and move to another if the first options did not suit them. She asked what was learned from the academies that were implemented at North Star upon its opening.

Dr. Larson indicated the academy idea used at North Star was implemented in a way where every student had to choose one academy, versus pursuing his or her passion. A great deal has been learned since then.

Mrs. Danek asked the Board members with remaining questions to submit them in writing to Dr. Larson.

7. REQUEST FOR CLOSED SESSION

Mrs. Danek advised that there was no request for closed session this evening.

8. ADJOURNMENT

There being no further business, the Lincoln Board of Education adjourned at 5:43 p.m. Recorded votes may be superseded or nullified by a previously announced or filed conflict of interest statement.

Kathy Danek
President of the Board

Stephen C. Joel
Secretary of the Board

LINCOLN PUBLIC SCHOOLS
 REPORT OF GIFTS OVER \$500 IN VALUE
 3/26/19 BOARD MEETING

ATTACHMENT ONE

SCHOOL	DONOR(S)	S T A F F	S T U D E N T	P A R E N T	GIFT	SUGGESTED USE
District	Davis Design Jon Dalton Suite 600 1221 N Street Lincoln NE 68508				\$3,800.00	The donation will be deposited into the Non-Restricted Building Fund.
District	Tyler and Sarah Seite 6240 Artisan Way Lincoln NE 68516			X	Gait Trainer	The item will be used to assist students learning to stand and walk.

BIDS, CONTRACTS, AND OTHER ROUTINE BUSINESS

BIDS

1. NUTRITION SERVICES LARGE EQUIPMENT #9593

Proposals were requested from interested vendors to provide large equipment for Nutrition Services kitchens at various LPS locations.

It is recommended that award be made to the lowest responsible vendors meeting specifications:

Buller Fixture (Omaha, Nebraska)	\$20,356.75
Douglas Equipment (Bluefield, West Virginia)	18,229.47
Sysco, Lincoln (Lincoln, Nebraska)	4,205.00
Trimark Hockenberg's (Lincoln, Nebraska)	<u>112,277.00</u>
Total	\$155,068.22

There were 19 items on this request for proposal.

A complete tabulation is available in the Purchasing Department.

This will be an expenditure of \$155,068.22 from the Nutrition Services Fund.

The Board, by approving these purchases with the above vendors listed, hereby designates the Director of Nutrition Services, or another person as selected by Associate Superintendent for Business Affairs or a designee from time to time as its program administrator under these purchase orders.

2. BAND UNIFORMS FOR EAST HIGH SCHOOL #9615

It is recommended that award be made to Fruhauf Uniforms, Inc. (Wichita, Kansas) to purchase 323 band uniforms for use at East High School beginning with the 2019-20 school year.

Fruhauf Uniforms, Inc. (Wichita, Kansas) \$188,424.59

This will be a total expenditure of \$188,424.59 from the Depreciation Fund.

The Board, by approving this purchase with Fruhauf Uniforms, Inc., is approving the award, the contract documents for this project, and all associated documents related thereto according to the terms and conditions as on file with district records or such other or additional terms and provisions as negotiated and approved by the Associate Superintendent for Business Affairs or a designee, and the Board is hereby delegating to and authorizing the Associate Superintendent for Business Affairs or a designee to sign, execute, and deliver the contract documents and all such related documents, make all contract payments, and to take or cause to be taken any and all other action and sign any other documents as may be necessary to complete the transaction, and to administer, operate, and/or implement the contract and all associated documents related thereto on a day-to-day basis during this project as contemplated thereby, for and on behalf of this school district, and hereby designates the Director Of Purchasing, or another person as selected by the Associate Superintendent for Business Affairs or a designee from time to time as its program administrator under this agreement.

3. VERNIER SCIENCE EQUIPMENT #11856

Quotes were requested from interested vendors to provide Vernier brand science equipment for all LPS locations for the 2019-20 school year.

It is recommended that award be made to the lowest responsible vendor meeting specifications:

Sargent Welch (Arlington Heights, Illinois) \$26,515.66

There were four vendors contacted. The quotation request had 35 items.

A complete tabulation is available in the Purchasing Department.

This will be an expenditure of \$26,515.66 from the General Fund.

The Board, by approving this purchase with the above listed vendor, hereby designates the Director of Purchasing, or another person as selected by the Associate Superintendent for Business Affairs, or a designee from time to time, as its program administrator under this purchase order.

4. SCIENCE EQUIPMENT & SUPPLIES #11861

Quotes were requested from interested vendors to provide science equipment and supplies for all LPS locations for the 2019-20 school year.

It is recommended that award be made to the lowest responsible vendors meeting specifications:

Sargent Welch (Arlington Heights, Illinois)	\$21,938.51
Carolina Biological (Burlington, North Carolina)	4,338.00
Fisher Science Education (Hanover Park, Illinois)	1,742.65
Nasco (Fort Atkinson, Wisconsin)	491.87
Flinn Scientific (Batavia, Illinois)	<u>283.29</u>
Total	\$28,794.32

There were 13 vendors contacted. The quotation request had 26 items.

A complete tabulation is available in the Purchasing Department.

This will be an expenditure of \$28,794.32 from the General Fund.

The Board, by approving this purchase with the above listed vendors, hereby designates the Director of Purchasing, or another person as selected by the Associate Superintendent for Business Affairs, or a designee from time to time, as its program administrator under these purchase orders.

5. MUSIC EQUIPMENT AND SUPPLIES #11862

Emailed quotes were requested from interested vendors to provide music equipment and supplies to fill annual order needs for use at all school locations for the 2019-20 school year.

It is recommended that awards be made to the lowest responsible vendors meeting specifications:

Cascio Interstate Music (New Berlin, Wisconsin)	\$75,068.69
Shar Products (Ann Arbor, Michigan)	8,022.72
West Music Co. Inc. (Coralville, Iowa)	7,308.37
National Educational Music (Mountainside, New Jersey)	7,231.50
Dietze Music (Lincoln, Nebraska)	7,071.00
Peripole (Salem, Oregon)	1,082.30
Steve Weiss Music, Inc. (Willow Grove, Pennsylvania)	201.35
American Drum (Richmond, Virginia)	84.00
Total	<u>\$106,069.93</u>

There were fourteen vendors contacted. There were 445 items quoted.

A complete tabulation is available in the Purchasing Department.

This will be an expenditure of \$106,069.93. Expenditures will be divided as: \$87,429.62 from General Fund, \$4,056.00 from the Activity Fund, and \$14,584.31 from the Student Fee Fund.

The Board, by approving these purchases with the above named vendors, hereby designates the Director of Purchasing, or another person as selected by the Associate Superintendent for Business Affairs, or a designee from time to time, as its program administrator under these purchase orders.

6. REPLACEMENT OF SKYLIGHT AT LEFLER MIDDLE SCHOOL #9616

Bids were requested from interested vendors for the replacement of a skylight at Lefler Middle School.

It is recommended that award be made to the lowest responsible bidder meeting specifications:

SpecPro Inc., (Papillion, Nebraska)

\$47,720.00

There were no other bidders.

A complete bid tabulation is available in the Purchasing Department.

This will be a total expenditure of \$47,720.00 from the Insurance Fund.

The Board, by approving this agreement with SpecPro Inc., is approving the award, the contract documents for this project, and all associated documents related thereto according to the terms and conditions as on file with district records or such other or additional terms and provisions as negotiated and approved by the Associate Superintendent for Business Affairs or a designee, and the Board is hereby delegating to and authorizing the Associate Superintendent for Business Affairs or a designee to sign, execute, and deliver the contract documents and all such related documents, make all contract payments, and to take or cause to be taken any and all other action and sign any other documents as may be necessary to complete the transaction, and to administer, operate, and/or implement the contract and all associated documents related thereto on a day-to-day basis during this project as contemplated thereby, for and on behalf of this school district, and hereby designates the Director of Operations, or another person as selected by the Associate Superintendent for Business Affairs or a designee from time to time as its program administrator under this agreement.

CONTRACTS

1. **AGREEMENT WITH FAMILY SERVICE LINCOLN FOR MENTAL HEALTH SERVICES TO STUDENTS AT LINCOLN HIGH #9617**

It is recommended that the Board confirm the agreement between Lincoln Public Schools and **Family Service Lincoln** to provide high quality direct mental health services for students enrolled at Lincoln High School and referred by designated LPS staff. Services will be to prevent dropouts and re-engage students academically. Services include therapeutic support for trauma-focused cognitive behavioral therapy (CBT), achieving improved school attendance, engagement in school, and academic progress.

The term of the agreement begins July 1, 2018, and ends June 30, 2019.

A complete copy of the proposed agreement is available in the Purchasing Department.

This will be an estimated expenditure of up to **\$31,600.00** from the General Fund.

The Board, by approving this Agreement with Family Service Lincoln hereby designates the Director of Student Services or another person as selected by the Associate Superintendent for Business Affairs or a designee from time to time as its program administrator under this Agreement.

OTHER ROUTINE BUSINESS

1. PUBLIC SURPLUS SYSTEM AND THE SALE, RECYCLING OR TRANSFER OF DISTRICT SURPLUS PROPERTY #7613

In accordance with LPS Policy 3400, Sale of Real or Other Property, in December of 2013, the Board approved the on-line auction of district surplus inventory with Public Surplus System (Provo, Utah), an internet auction system designed specifically for public agencies.

At this time, the following groups of items will be listed for auction:

School furniture (chairs, tables, a/v carts, book cases, library carts, cabinets, choral risers)
Teaching aids (maps, globes, unique demonstration items, outdated material or technology, metal lathes from Northeast & Lincoln High)
Operations (replaced/old tools and machines, slide)
Nutrition Services (replaced/old equipment)
Athletics (outdated weight equipment, uniforms and training aids)

Sales will be reported on a quarterly basis.

The Board, by approving this recommendation, hereby authorizes the Director of Purchasing, or another person as selected by the Associate Superintendent for Business Affairs, to sell the listed property via the Public Surplus System on-line program or other selected disposal method and to sign and deliver all sale documents and to otherwise administer the on-line auction program on a day-to-day basis for and on behalf of the district.

**LINCOLN PUBLIC SCHOOLS
NEBRASKA ENROLLMENT OPTION PROGRAM**

2018-2019 OPTION IN STUDENTS

3/18/2019

RECOMMEND APPROVAL

ID#	RESIDENT DIST	SPED	REQUESTING LPS DISTRICT	GRADE LEVEL	DATE REC'D
293105	Crete	N	Hill	1	02/18/2019
287625	Norris	Y	Wysong	2	02/19/2019
287930	Norris	N	Wysong	1	02/22/2019
268752	Norris	N	Wysong	4	02/22/2019

LINCOLN PUBLIC SCHOOLS
NEBRASKA ENROLLMENT OPTION PROGRAM
2019-2020 OPTION IN STUDENTS

3/21/2019

RECOMMEND APPROVAL

ID#	RESIDENT DISTRICT	SPED	REQUESTING LPS DISTRICT	GRADE LEVEL	DATE REC'D
400177	Palmyra	N	Eastringe	KDG	01/14/2019
429199	Norris	N	Wysong	KDG	09/17/2018
239216	Palmyra	N	Lincoln High	9	01/30/2019
291260	Raymond Central	N	Southwest	10	02/05/2019
429726	Freeman Public school	N	Moore	6	01/09/2019
412427	Milford	N	Hill	KDG	01/15/2019
412428	Milford	N	Hill	KDG	01/15/2019
429791	Norris	N	Wysong	KDG	09/13/2018
259493	Waverly	N	Southeast	11	01/28/2019
428382	Norris	N	Hill	KDG	10/04/2018
298481	Norris	N	Wysong	KDG	10/17/2018
429730	Freeman Public school	N	East	9	01/09/2019
429772	Raymond Central	N	Fredstrom	KDG	12/26/2018
429721	Crete	N	Hill	KDG	02/05/2019
299583	Norris	N	Kloefkorn	KDG	09/05/2018
429775	Waverly	N	East	9	01/28/2019
242793	Crete	N	Southwest	9	12/07/2018
429776	Palmyra	N	Kloefkorn	5	12/17/2018
299060	Waverly	N	Meadowlane	KDG	01/04/2019
298892	Norris	N	Humann	KDG	12/05/2018
406623	Waverly	N	Morley	KDG	01/25/2019
429780	Crete	N	Southeast	11	01/23/2019
301484	Waverly	N	Kahoa	KDG	12/11/2018
223806	Raymond Central	N	Northeast	12	02/14/2019
430140	Raymond Central	N	Wysong	KDG	02/27/2019
430282	Norris	N	Southwest	11	03/04/2019
222690	Crete	Y	Southwest	12	03/04/2019
430290	Crete	N	Cavett	4	03/04/2019
430294	Crete	N	Cavett	4	03/04/2019
240315	Waverly	N	East	9	03/06/2019
275355	Palmyra	N	Kloefkorn	4	03/14/2019
246966	Norris	N	Moore	8	03/15/2019

Calendar Committee

2021-2022 Student Calendar

February 26, 2019

Calendar Committee

Professional Agreement

- Authorized in Article XIV of the Professional Agreement between the LPS and LEA (2018-2019)
- Section 3 identifies the Calendar Committee as one of the joint standing Professional Committees.

Calendar Committee

Joint Committee: Board, LEA, LPS, and Parents

- Doreen Ainslie
- Rita Bennett
- Lana Bliemeiser
- Christine Boden
- Julie Colby
- Sarah Kripal
- Mark Larson
- Julie McAndrews
- Annie Mumgaard
- Colby Myers
- John Neal
- Laurie Oxley
- David Peters
- Deb Petersen
- Robbie Seybert

Student Calendar

Purpose: The school calendar demonstrates the district's commitment to learning. It is based on sound instructional considerations and priorities ensuring the continuity, efficiency, and effectiveness of teaching and learning. LPS established the following calendar variables to be considered by the Lincoln Public Schools Calendar Committee in devising the student calendar.

Student Calendar 21-22

Primary Variables

- Semester and quarter breaks typically will be the same for elementary and secondary schools.
- The four quarters typically will include at least the minimum number of days necessary for students to reasonably learn the curriculum (42 days).
- Student vacation days typically will not interrupt instruction just prior to major LPS, state, or national assessments.

Secondary Variables

- Each student week typically will be at least three days long.
- Non-student day typically will be scheduled between quarters.
- The last day of school typically will fall after the completion of NSAA and similarly sanctioned local and state competitions
- Whenever possible, non-student days typically will occur on "common holidays," including days such as Federal and State recognized Holidays.

Federal and State Holidays: New Year's Day, Birthday of Martin Luther King, Jr., Washington's Birthday/Presidents' Day, Arbor Day, Memorial Day, Labor Day, Independence Day, Columbus Day, Veteran's Day, Thanksgiving Day, Friday after Thanksgiving, and Christmas

Creating the School Calendar



Major Discussions:

Started with Primary Variables then jumped to Secondary Variables

Incredibly varied discussions in community and with community groups included:

- How to end first semester
 - Last student day in first semester will be December 24 with an additional vacation day elsewhere.
 - Last student day in first semester will be December 23
- How to end second Semester
 - Recognize more holidays and end immediately before Memorial Day weekend
 - Fewer short weeks and end the school year a week earlier
- How early is too early to get out of 4th quarter.
- How many 4 day weeks work.

2021-2022 Student Calendar



Draft 2



- First and last days of class for students
- Schools not in session
- Quarter start dates
- Quarter end dates

Graduation, May TBA, 2022
 Bryan Community Focus Program
 (at TBA)

Graduation, May TBA, 2022
 LNS/LHS/LSW/East/LSE/LNE
 (at TBA)

Potential Graduation Dates
 Thursday, May 26, 2022
 Sunday, May 29, 2022

The Lincoln Public Schools District understands and appreciates that our community has a wide variety of rich and varied religious celebrations and observances. In the event families recognize these holidays, parents should notify schools. Students will be given excused absences and allowed reasonable opportunities to make up any schoolwork missed.

Quarter Start/End Dates

1st	Aug. 16 - Oct. 15	44 days
2nd	Oct. 19 - Dec. 22	44 days
3rd	Jan. 5 - March 11	46 days
4th	March 21 - May 24	46 days

Non-School Days

Labor Day	September 6
Quarter Break	October 18
Thanksgiving	November 24-26
Winter Break	December 23-January 5
MLK, Jr. Day	January 17
President's Day	February 21
Quarter Break	March 14-18
Spring Break	April 15
Arbor Day State Holiday	April 29
Potential Teacher Work Days	January 4 May 26

Dates Determined Later

PLCs Early Release	TBD
Early Release Days in August	TBD
Elementary Plan Days	TBD

Other Dates Considered

New Teachers Report	TBD
Open for Flex Staff Development	TBD
Teachers Report to Work	TBD
Only 9th Grade Report to HS	TBD
Semester End Staff Work Day	TBD
Year End Staff Work Day	TBD

Notes

Calendar Variables

Primary:

- ✓ Semester and quarter breaks aligned between elementary and secondary
- ✓ Four quarters include sufficient days to cover curriculum.

- ✓ Student vacation days do not interrupt assessments.

Secondary:

- ✓ Three day weeks.
- ✓ Last day of the year is after NSAA-type events/competitions
- ✓ Whenever possible, student vacation days fall on common holidays.

First Semester

Fall Semester Highlights

- Start – August 16th
- Last Day 1st Qtr. - October 15th
- Qtr. Break – October 18th
- First Day 2nd Qtr. – October 19th
- Thanksgiving – November 24th-26th
- Last Day 2nd Qtr. – December 22nd
- First Day of Winter Break – December 23rd

Second Semester

Spring Semester Highlights

- *Teacher Work Day – January 4th*
- Start of Second Semester – January 5th
- MLK – January 17th, Pres. Day – February 21st
- Last Day 3rd Qtr. – March 11th
- Qtr. Break – March 14th-18th
- First Day 4th Qtr. – March 21st
- Spring Break – April 15th
- Arbor Day – April 29th
- Last Day 4th Qtr. – May 24th
- Teacher Work Day – May 25th
- *Graduation – May 29th*

Questions

Thank You

2021-2022 Student Calendar



Lincoln Public Schools
Lincoln, Nebraska



Draft 2

2021							2022								
JULY							JANUARY								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	3	2	3	4	5	6	7	8	
4	5	6	7	8	9	10	9	10	11	12	13	14	15		
11	12	13	14	15	16	17	16	17	18	19	20	21	22		
18	19	20	21	22	23	24	23	24	25	26	27	28	29		
25	26	27	28	29	30	31	30	31							
AUGUST							FEBRUARY								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
1	2	3	4	5	6	7	6	7	8	9	10	11	12		
8	9	10	11	12	13	14	13	14	15	16	17	18	19		
15	16	17	18	19	20	21	20	21	22	23	24	25	26		
22	23	24	25	26	27	28	27	28							
29	30	31													
SEPTEMBER							MARCH								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	3	4	6	7	8	9	10	11	12
5	6	7	8	9	10	11	13	14	15	16	17	18	19		
12	13	14	15	16	17	18	20	21	22	23	24	25	26		
19	20	21	22	23	24	25	27	28	29	30	31				
26	27	28	29	30											
OCTOBER							APRIL								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	3	4	3	4	5	6	7	8	9
3	4	5	6	7	8	9	10	11	12	13	14	15	16		
10	11	12	13	14	15	16	17	18	19	20	21	22	23		
17	18	19	20	21	22	23	24	25	26	27	28	29	30		
24	25	26	27	28	29	30									
31															
NOVEMBER							MAY								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
	1	2	3	4	5	6	1	2	3	4	5	6	7		
7	8	9	10	11	12	13	8	9	10	11	12	13	14		
14	15	16	17	18	19	20	15	16	17	18	19	20	21		
21	22	23	24	25	26	27	22	23	24	25	26	27	28		
28	29	30					29	30	31						
DECEMBER							JUNE								
S	M	T	W	T	F	S	S	M	T	W	T	F	S		
					1	2	3	4	1	2	3	4	5	6	7
5	6	7	8	9	10	11	8	9	10	11	12	13	14		
12	13	14	15	16	17	18	12	13	14	15	16	17	18		
19	20	21	22	23	24	25	19	20	21	22	23	24	25		
26	27	28	29	30	31		26	27	28	29	30				

- First and last days of class for students
- Schools not in session
- ◁ Quarter start dates
- ▷ Quarter end dates

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Bryan Community Focus Program
(at TBA)

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May 26

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Year End Staff Work Day	TBD

Notes

BOARD OPERATING PROCEDURES

Purpose and Role of the Board

As an agency of the state, the Lincoln Board of Education is the governing body for the Lincoln Public Schools. It has full responsibility for the general control and direction of the school system.

In discharging its responsibilities, the Lincoln Board of Education will function as a policy-forming and legislative body. It places responsibility for the execution of its policies with its executive officer, the Superintendent ~~of Schools~~.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

79-408, 79-501

BOARD OPERATING PROCEDURES

Specific Functions

Specific functions retained by the Lincoln Board of Education include but are not limited to the following:

1. To select the Superintendent ~~of Schools~~.
2. To act upon personnel changes including all appointments and dismissals of staff, to determine salaries and working conditions of employees, and to establish procedures for development of personnel policy.
3. To adopt courses of study and to approve instructional materials for use in the schools, and to provide the student services needed to support a sound instructional program.
4. To determine facility needs, and to purchase sites, employ architects, adopt plans, erect new buildings, remodel existing buildings, and close and maintain buildings as necessary to meet the educational needs of all the students in the District.
5. To adopt an annual budget which provides a detailed plan of income and expenditures.
6. To require, consider and evaluate reports of the Superintendent concerning progress of the school system, including reports of business transacted or pending and reports showing the financial status of the District.
7. To designate transportation, food service, or other auxiliary services to be provided to students or the community.
8. To establish attendance areas for the schools.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

79-526

BOARD OPERATING PROCEDURES

School Board Code of Conduct

The members of the Lincoln Board of Education willingly agree, to the best of their ability, to:

- Recognize that a board member has no legal authority as an individual and that decisions can be made only by a majority vote at a board meeting;
- Abide by and not undermine policies and decisions of the board, while retaining the right to seek changes;
- Attend all scheduled board meetings unless excused, and become informed concerning the issues to be considered at those meetings;
- Render all decisions based on the available facts and independent judgment;
- Work with other board members to establish effective board policies and to delegate authority for the administration of the schools to the superintendent;
- Communicate with the superintendent and administration in an appropriate and timely manner to ensure that appropriate materials are available for board discussion;
- Be informed about current educational issues by individual study and through participation in programs providing needed information;
- Support and respect the employment of those persons best qualified to serve as school staff, and insist on a regular and impartial evaluation of all staff;
- Declare all conflicts of interest;
- Take no private action that might compromise the board or administration and to respect the confidentiality of information from executive or closed sessions and information that is privileged or confidential under applicable law;
- Remember always that the primary concern of all board members is the educational welfare of all students attending the Lincoln Public Schools, while being fiscally accountable to the community; and
- Attend and participate in committees and special appointments as assigned.

Reviewed and Affirmed by the Board:

Last Revision:

Original Adoption:

2017-07-25

Related Policies and Regulations:

Legal Reference:

BOARD OPERATING PROCEDURES

Organization

Public education is legally a function of the state. In Nebraska, broad powers are delegated to local school units governed by a Board of Education. The Lincoln Board of Education therefore derives its powers and certain of its responsibilities through legislative enactments and by constitutional requirements of the state.

The School District of Lincoln, officially designated as the Lancaster County School District 001, is a corporation for public purposes created by the State of Nebraska, governed by state statute, and legally separate and distinct from the government of the City of Lincoln. As such it is one unit of the state school system. The general school laws and particularly chapter 79 apply to the Lincoln District. Lincoln is classified as a Class IV District.

Inasmuch as the organization, management and control of the ~~School~~ District is vested by law in the Board, the Board hereby establishes and will continue to maintain policies, amending them as needed, to guide its internal operations.

Those policies shall be drafted, adopted, and amended with full consideration for the Board's wish to provide education of the best obtainable quality for the residents of the ~~School~~ District within the limitations of the ability to support such education.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

79-408

BOARD OPERATING PROCEDURES

Officers of the Board

The officers of the Lincoln Board of Education shall be the President, the Vice President, the Treasurer and the Secretary, who shall be the Superintendent **of Schools**.

If both the President and Vice President are absent from a meeting, the Board members present will designate the chair for the meeting.

The Superintendent **of Schools** is also the Clerk of the Board of Education whose duty it is to maintain the official records of the District.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

8122

Legal Reference:

**13-905; 79-566; 79-569; 79-575; 79-576;
79-577; 79-578; 79-579**

BOARD OPERATING PROCEDURES

Orienting New Board Members

The Lincoln Board of Education and the administrative staff shall assist each new member-elect to understand the Board's functions, policies and procedures and the operation of the school system both before and after [the new member](#) he/she takes office. Each member-elect:

1. Shall be given selected material on the function of the Board and the school system.
2. Shall be invited to attend Board meetings.
3. Shall be invited to meet with the Superintendent and other administrative personnel to discuss services they perform for the Board.
4. Shall be given copies of the Board's policies and bylaws, administrative regulations, and copies of pertinent materials developed by the Nebraska Association of School Boards.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

BOARD OPERATING PROCEDURES

Reimbursement and Miscellaneous Expenditures

A uniform policy for the payment or reimbursement of actual and necessary expenses incurred by ~~School~~ Board members, employees or volunteers and for the payment or reimbursement of miscellaneous expenditures is hereby determined to further the educational interests of the ~~School~~ District.

The adoption of this uniform policy has taken place after a public hearing and the ~~School~~ Board of this ~~School~~ District has taken into consideration all material and information provided at this public hearing in adopting this uniform policy.

The ~~School~~ Board of this ~~School~~ District hereby determines that the educational interests of this ~~School~~ District would be best served by adoption of the uniform policies herein contained.

Board members, employees or volunteers of the ~~School~~ District are expected to maintain effectiveness by being well informed on educational and related issues and are encouraged to diligently perform their required duties, attend educational workshops, conferences, training programs, official functions, hearings or meetings which are necessary to perform required duties, sponsored by the ~~School~~ District or state and national educational organizations or which are otherwise in the best interests of this School District as follows:

- a. Unless the total cost of such activities exceeds \$1,000 per Board member, Board members as a result of this policy are hereby given prior approval by this ~~School~~ Board and are specifically authorized to attend such functions without additional or further approval by the ~~School~~ Board and the ~~School~~ District shall pay or reimburse the registration costs, tuition costs, fees or charges for such functions along with actual travel expenses. If travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be paid or reimbursed based upon substantiated costs actually and necessarily incurred. Board members seeking the District to cover the cost of development opportunities exceeding \$1,000 must receive advanced approval of the Board President and Vice President.
- b. Employees and volunteers are authorized to attend such functions upon prior approval by the Superintendent or the Superintendent's designee, and the ~~School~~ District shall pay or reimburse for amounts not to exceed actual registration costs, tuition costs, fees or charges for such functions along with actual travel expenses. If travel is by commercial or charter means or if a personal automobile is used, mileage shall be allowed at the rate provided by law with meals and lodging to be paid or reimbursed based upon substantiated costs actually and necessarily incurred, subject to any limitation upon amounts allocated for the particular function or expense item.

BOARD OPERATING PROCEDURES

Reimbursement and Miscellaneous Expenditures (Continued)

Payment or reimbursement for expenses incurred by Board members, employees or volunteers as otherwise specifically permitted by law may also be allowed as provided by such law.

Since it is hereby determined to be important and in the best interest of this ~~School~~ District to recognize service by Board members, employees and volunteers, the ~~School~~ Board hereby authorizes the President, Superintendent or the Superintendent's designee to determine when and to whom plaques, certificates of achievement, or other items of value shall be granted, provided that no such plaque, certificate or other item of value to be awarded shall cost more than \$100.

When appropriate because of the timing, length or other factors, sandwiches or meals may be provided to ~~School~~ Board members, employees and volunteers attending hearings, meetings, staff development programs, or in other appropriate or necessary situations.

Nonalcoholic beverages and refreshments may be provided to individuals attending public meetings, private meetings, discussions or public or private conferences as determined necessary or appropriate by the Superintendent or the Superintendent's designee to be in the best interest of this ~~School~~ District.

Nonalcoholic beverages and meals may be provided for individuals while performing or immediately after performing relief, assistance or support activities in emergency situations or during or immediately following their participation in any activity approved by the ~~School~~ Board.

In addition to the other matters covered and allowed by this policy, one recognition dinner each fiscal year may be held for Board members, employees or volunteers provided the maximum cost per person, to be paid or reimbursed by the District for such dinner, shall not exceed \$50.

The authority necessary to carry out the provisions of this policy should be and is hereby delegated from the ~~School~~ Board to the designated officials so indicated herein.

BOARD OPERATING PROCEDURES

Reimbursement and Miscellaneous Expenditures (Continued)

Nothing in this policy shall authorize the expenditure of public funds to pay for any expenses incurred by a spouse of a Board member, employee or volunteer unless the spouse is also a Board member, employee or volunteer.

Last Revision:	2018-10-09
Original Adoption or Oldest Version:	2008-09-23
Related Policies and Regulations:	
Legal Reference:	13-2201 to 13-2204; 79-546

BOARD OPERATING PROCEDURES

Formulation/Adoption of Policies

The formulation and adoption of written policies is the basic method by which the Lincoln Board of Education exercises its leadership in the operation of the school system. The study and evaluation of reports as to the execution of its written policies is the basic method by which the Board exercises its control over the operation of the school system.

All Board policies shall be formally adopted and recorded in the minutes of the Board. Any revisions, additions, amendments and/or deletions shall be placed on the District's website or otherwise be made available so that the public and employees may be notified of such change.

At the direction of the Board, the Superintendent ~~of Schools~~ will prepare a policy statement in the language and codification with which they are to be entered into the official policy manual and present them for the approval of the Board.

In voting on the adoption of policies, the Board will not approve a policy statement at the same meeting at which it is first proposed except in the cases of emergencies.

Policies may be adopted after consideration at two regular meetings of the Board. The agenda and minutes shall be marked to indicate policy matters.

The Board policies shall be subject to amendment only by majority vote of all members of the Board. Amendments may be made only after consideration at two meetings of the Board.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

8311, 8314

Legal Reference:

BOARD OPERATING PROCEDURES

Superintendent's Evaluation

One of the most important responsibilities of the Lincoln Board of Education is the evaluation of the Superintendent ~~of Schools~~. To facilitate the effective and efficient evaluation of the Superintendent, the Board will utilize an annual evaluation timeline, except for the first year of employment.

Following the Board reorganization meeting each year and before August 15, the Board president should establish the timeline for the Superintendent's evaluation, including deadlines for the following:

1. The date of the preview of the evaluation tool and process with the Superintendent
2. The date the Superintendent's input is due to the Board president
3. The date the Superintendent's input is shared by the Board president with Board members
4. The date the Board members' completed evaluation tools are due to Board president

The Board president should present the Superintendent's annual evaluation in a regularly scheduled Board meeting no sooner than March 1st and no later than April 30th.

The second reading of the Superintendent's evaluation should be held prior to the Board's reorganization meeting.

Any changes to the evaluation tool and/or process must be approved by the Board prior to the beginning of the next evaluation period, unless otherwise determined.

During the first year of employment, the Superintendent will be evaluated twice, and the Board president should establish the evaluation calendar

All listed dates and timelines herein are guidelines only, need not be followed and may be modified or altered at the discretion of the Board President as deemed appropriate or as circumstances demand. At a minimum, the Board evaluation shall be based upon actual observation of the Superintendent's performance at one full board meeting or at another functionally equivalent activity or event. Performance deficiencies, means for correction and timelines for implementing suggestions for improvement should be included in written

BOARD OPERATING PROCEDURES

Superintendent's Evaluation (Continued)

documentation. Current Board members should annually discuss and review the Superintendent evaluation policies and procedures and train any new Board members on same within a reasonable time after taking office.

Reviewed and Affirmed by the Board:

Last Revision:

2017-04-11

Original Adoption:

2016-10-11

Related Policies and Regulations:

2112, 2113

Legal Reference:

BOARD OPERATING PROCEDURES

Agenda Construction

Written meeting agendas will be prepared by the President of the Lincoln Board of Education in collaboration with the Superintendent of Schools. An item shall be placed on the agenda upon written request of two Board members. Any staff member or patron may submit agenda items which will be placed in the agenda file for consideration by the Board President and the Superintendent.

Control of Agenda

Control of the agenda is the responsibility of the chair.

Final action will not be taken on items of new business which have not been on the agenda, except upon approval of a majority of a quorum or for items of an emergency nature. Such matters will be referred to the staff for recommendations for action at subsequent meetings.

Items of an emergency nature shall require approval of a majority of a quorum of the Board and may be introduced for final action during any business or special meeting.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

84-1407 to 84-1414

BOARD OPERATING PROCEDURES

Preparation and Arrangements for Meetings

Support Materials

In addition to the agenda, the Superintendent of Schools shall prepare such supplementary reports, summaries or other support materials which aid the Lincoln Board of Education in the conduct of its meeting.

Communications to the Board will be entered in the appropriate section of the agenda, and a copy will become a part of the official Board proceedings.

Support materials that are cited in the minutes of the Board will be identified serially by code number and become a part of official proceedings.

Copies of policies, regulations, budgets and other pertinent documents of the Board will be available at meetings except for items classified as confidential.

Room Arrangements

Preparation of the room for meetings shall provide that the public may be seated to view and hear the work of the Board, and to the extent possible, see materials being displayed.

Reports

Reports and other written material to be discussed will be conveniently displayed so that those attending the meeting may have access to them upon entry.

The Board will be seated to best expedite its work but also so that staff or others may speak directly to Board members and join in their discussion as appropriate.

Board members will be identified to the public by signs at their seating places.

BOARD OPERATING PROCEDURES

Preparation and Arrangements for Meetings (Continued)

Smoking at Board Meetings

All facilities and grounds of Lincoln Public Schools are smoke-free.

Reviewed and Affirmed by the Board:	
Last Revision:	2008-09-23
Original Adoption or Oldest Version:	2008-09-23
Related Policies and Regulations:	4890
Legal Reference:	84-1407 to 84-1414

BOARD OPERATING PROCEDURES

Conduct of Public Hearings on Personnel

Any required personnel hearings shall be held before a quorum of the Lincoln Board of Education. The President of the Board of Education shall preside. Due and proper notice of the hearing shall be given and the hearing shall be held in accordance with the open meetings law.

An attorney, other than the attorney for the Lincoln Public School District, shall be selected and designated as the advisory attorney. The advisory attorney shall rule upon evidence and objections and shall perform other duties as are provided by these rules of procedure but shall not otherwise participate in the hearing. Prior knowledge of the facts involved shall not, in itself, be a reason for disqualification.

The advisory attorney shall remind the Board members of their oath of office and of the fact that if any Board member is not able to make a fair and impartial determination based upon the evidence presented at the hearing, the Board member ~~he or she~~ should self-disqualify themselves prior to commencement of the hearing.

The parties or their counsel may make opening statements outlining the issues and facts involved.

The attorney for the ~~School~~ District shall then offer evidence in support of the reasons given. The employee or the employee's attorney shall then be entitled to present evidence material to the issues. Rebuttal evidence may then be offered.

All witnesses shall be sworn by the advisory attorney. Testimony shall be offered in question and answer form and all witnesses shall be subject to cross-examination. Objections and admissibility of evidence will be ruled upon by the advisory attorney.

At the conclusion of the evidence, both parties may make closing statements.

During the deliberations the advisory attorney may answer legal questions and shall assist the Board in drafting of the specific findings and determinations for any minority opinions. The Board of Education shall reduce its findings and determinations to writing. The findings and determinations shall be based solely upon evidence presented at the hearing. Copies of the findings and determinations shall be furnished to the employee as soon as practical.

Formal action will be taken at the time, place and date specified in the original notice and the employee will be advised of the action taken at said meeting.

Reviewed and Affirmed by the Board:

Last Revision:	2008-09-23
Original Adoption or Oldest Version:	2008-09-23
Related Policies and Regulations:	1130
Legal Reference:	

BOARD OPERATING PROCEDURE

School District Boundary Alignment

To the extent possible, **School** District boundary changes should result from organized, careful planning. The statutes of Nebraska provide, however, for changes of boundaries and responsibility for providing educational services through various processes over which the Lincoln Board of Education has little, if any, actual control. To the extent that the District can influence or control such changes, the Board will take into consideration whether or not the property involved is contiguous to the boundaries of the **School** District, the present and prospective number of students involved, the present and probable future valuation of the property, the present and probable future use of the property, and any other educational or economic factors that may be pertinent to the proposed change.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

BOARD OPERATING PROCEDURE

Philosophy and Vision Statement

The Lincoln Board of Education is committed to providing the highest quality education for all Lincoln Public Schools students. The Board sees the primary mission of the District schools to be the development of responsible adults:

- who are productive citizens of a pluralistic community, nation and world;
- who are prepared to learn throughout their lives; and
- who are appreciative of the arts, history and culture.

The Board holds the District staff accountable for achieving the schools' District's mission through the most effective and efficient use of available resources.

The Board further recognizes that students in the Lincoln Public Schools are educated for the future and therefore expects the School-District to be self-renewing, flexible and capable of adjusting to the needs of its various constituencies.

As the elected governing body of the School-District, the Board believes in sharing its decision-making processes with parents, students, other citizens and staff members.

Vision Statement

The overarching vision of Lincoln Public Schools is to prepare ALL students to be college, career, and civic-life ready with a goal of 90% on-time graduation.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

BOARD OPERATING PROCEDURES

Statement of Purpose

The Lincoln Board of Education supports the educational mission of the State of Nebraska as established by the legislature. ~~In accordance with this commitment, the Board declares that it is the purpose of the Lincoln School District to:~~

1. Offer each individual the opportunity to develop competence in the basic skills of communications, computations and knowledge of basic facts concerning the environment, history and society;
2. Offer each individual the opportunity to develop higher order thinking and problem-solving skills by means of adequate preparation in mathematics, science, the social sciences and foreign languages and through appropriate and progressive use of technology;
3. Inspire in each individual the ability and desire to continue learning throughout his or her life;
4. Encourage knowledge and understanding of political society and democracy in order to foster active participation therein;
5. Encourage the creative potential of each individual through exposure to the fine arts and humanities;
6. Encourage a basic understanding of and aid the development of good health habits; and
7. Offer each individual the opportunity for career exploration and awareness.

Reviewed and Affirmed by the Board:

Last Revision: 2008-09-23

Original Adoption or Oldest Version: 2008-09-23

Related Policies and Regulations:

Legal Reference: 79-701, 79-702

BOARD OPERATING PROCEDURES

President

The Lincoln Board of Education President presides at all meetings of the Board, except Committee of the Whole meetings.

The President ~~He/she~~ exercises such powers and performs such duties as usually fall to the presiding officer of a governing body; and in addition thereto, unless further modified or overruled by Board action, the President is specifically hereby delegated by the Board full power and authority to approve minutes, adjourn meetings and excuse member absences for and on behalf of the Board.

The President appoints those special committees or special appointees ~~he or she~~ deemed necessary, or those The President ~~he or she~~ is requested to appoint by the Board.

The President advises the Superintendent in matters of procedure and works with the Superintendent to set the agenda for meetings of the Board.

The President or the President's designee represents the Board at ceremonial events, community meetings, and other special occasions. Upon request, the Communications Department will assist in preparing remarks for these events.

Vice President

The Board Vice President performs the duties of the President in the absence or disability of the President to perform.

The Vice President acts as chair of the Committee of the Whole.

Terms of Office

The President and Vice President will serve terms of up to one-year.

Reviewed and Affirmed by the Board:

Last Revision: 2017-06-27

Original Adoption or Oldest Version: 2008-09-23

Related Policies and Regulations:

Legal Reference: 79-569; 79-572

BOARD OPERATING PROCEDURES

Secretary

The Secretary shall be responsible for publication of the agenda in accordance with Board rules.

The Secretary shall be responsible for publication of official notices and for the completion of reports required of the Board.

The Secretary is the Clerk of the ~~School~~ Board and of all District meetings when present. The Secretary shall fulfill all duties of Secretary to the Board of Education as required by the statutes and regulations of the State of Nebraska.

When a notice is required to be given to the Secretary by the Superintendent, the Treasurer will be designated as the Secretary for the purpose of receiving the notice.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

79-575; 79-576; 79-577; 79-578; 79-580;
79-581; 79-582

BOARD OPERATING PROCEDURES

Committees

Committees shall not have legislative or administrative functions, except as specifically authorized in Lincoln Board of Education minutes or policy. All matters except those of routine or emergency nature should be referred to a committee before action by the Board.

The President shall appoint the members and chair of each committee; members will serve on an “at-will” basis until the next Annual Organizational Meeting. Any such appointment is at-will and may be removed at any time ~~for the violation of board policy~~ by action agreed upon by the President and Vice President of the Board.

Summaries of all committee meetings shall be reported to the Board for its information, recording and possible action, and to the Superintendent.

Committee of the Whole

The Lincoln Board of Education may function as a Committee of the Whole during a regularly scheduled or special meeting to discuss the budget, facility planning, annual goals, strategic planning, instructional programs, or when it is necessary to extend discussion on an issue. Any member may refer an item to the Committee of the Whole through a motion to commit or to refer.

The Secretary shall keep a memorandum of the matters discussed and prepare a Committee of the Whole report for submission at a regularly scheduled business or special meeting.

~~The following are the Committees of the Whole:~~

~~Board Development/Boardsmanship-
Public Engagement/Strategic Planning-
Superintendent Evaluation~~

Standing Committees

Standing committees provide the opportunity for staff and Board members to research and discuss issues so as to adequately prepare materials for Board consideration at School Board meetings. The following are the Board’s standing committees:

Americanism/Multicultural/Transportation Committee – Required by law and shall perform the functions required by the law.

Finance Committee – Review issues regarding the presentation and tracking of the General Fund Budget.

BOARD OPERATING PROCEDURES

Standing Committees (Continued)

Governmental Relations – Review issues regarding federal, state, and local legislation or regulations, NSBA and NASB resolutions, and issues of interest regarding other governmental bodies.

Personnel Policy – Review issues regarding human resources organization and management.

Planning Committee – Review issues regarding building facilities, safety and security, enrollment, boundaries, the Site and Building Fund budget, and facility bond issues.

Policy Review and Revision – Review and revise existing policies and prepare for the adoption of new policies.

Student Learning – Review issues regarding strategies and systems to improve student learning.

Technology – Review issues related to technology and their impact on safety and achievement of students.

Temporary, Special or Ad Hoc Committees

Additional temporary, special, or ad hoc committees of the Board may be established only by Board action or by the President.

The President shall appoint such temporary and special committees as may be deemed necessary or advisable by the Board to make such appointments. Any such appointment is at-will and may be removed at any time ~~for violation of board policy~~ by action agreed upon by the President and Vice President of the Board.

Special Appointments

Members of the Board may be appointed to represent the Board on joint committees with other agencies or as advisors to other agencies. The President will make such special appointments unless otherwise designated by the Board. The members so appointed will serve “at-will.” Any such appointment is at-will and may be removed at any time ~~for violation of board policy~~ by action agreed upon by the President and Vice President of the Board.

BOARD OPERATING PROCEDURES

Special Appointments (Continued)

The following are the committees to which annual Board appointments are made:

Calendar Committee

The Foundation for Lincoln Public Schools

Mayor's Neighborhood Roundtable

NASB Board of Directors and Government Relations Network

NASB Legislative Committee

[Lincoln Safe and Successful Kids Interlocal Board](#)

[Joint Board of the Career Academy Board](#)

Reviewed and Affirmed by the Board:

Last Revision:

2017-07-25

Original Adoption or Oldest Version:

2014-10-28

Related Policies and Regulations:

1230, 1230.1

Legal Reference:

79-724

BOARD OPERATING PROCEDURES

Filling Vacancies

The Lincoln Board of Education shall fill by appointment any vacancy that may occur. When a vacancy occurs on the Board, it will be filled by the following procedure:

1. At a regular meeting of the Board, the Superintendent will present a list of the legal qualifications for Board members.

After reviewing the legal requirements, the Board may establish additional qualifications as it deems appropriate.

The Board will adopt a statement of qualifications which will be made public. At the same meeting the Board will designate with whom nominations or suggestions may be filed and what form such nominations should take.

At the request of the Board, the staff will present a list of all candidates and prepare an informal dossier on those candidates who meet the Board's statement of qualifications.

2. At the discretion of the Board, candidates for the Board vacancy may be invited to interview with members of the Board.
3. At a meeting of the Board, an appointee will be selected as follows:
 - a. Each member of the Board will nominate, in signed written ballots, three candidates.
 - b. The nominations will be tallied to identify the names most frequently nominated.
 - c. From the reduced list, each Board member will nominate, on signed written ballots, two candidates.
 - d. The resulting nominations will be tallied to identify the names most frequently nominated.
 - e. From the resulting nominations the Board will vote, in signed written ballots, for the final appointee, repeating the vote until a majority is reached. A majority in this instance requires four votes. The vote must be ratified in a formal roll call vote.
 - f. The Board's legal counsel will oversee the tally of votes with the assistance of

the Superintendent of Schools. All signed nominations and ballots will become part of the official minutes.

BOARD OPERATING PROCEDURES

Filling Vacancies (Continued)

The person selected to fill a vacancy will serve as per state law. ~~until the next election; at that time a person will be elected to fill the unexpired term.~~

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

Legal Reference:

32-570; 79-545

BOARD OPERATING PROCEDURES

Opportunities for Development

Attendance at meetings and conferences related to education or school matters shall be encouraged for the value they have to the school system and to the professional growth of Lincoln Board of Education members.

The Superintendent shall notify Board members of scheduled meetings and conferences which might be of interest or benefit.

Lincoln Board of Education members shall be expected to maintain their effectiveness by being well informed on educational issues.

Members of the Board are authorized to attend, at Lincoln Public School District expense, conventions sponsored by the National School Boards Association, the Nebraska Association of School Boards and other pertinent professional meetings, unless the cost of such development opportunity exceeds \$1000. A Board member seeking the District to cover the cost of development opportunities exceeding \$1000 must receive advance approval from the Board President and Vice President.

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

8250

Legal Reference:

BOARD OPERATING PROCEDURES

Former Members of the Board

Former members of the Lincoln Board of Education shall be appropriately recognized and thanked for their service to the schools and community.

Services provided to former Board members may include, but not be limited to, the following:

1. Copies of selected reports.
2. Complimentary passes to athletic events and other school activities.
3. Personal invitations to special public functions of the Board.
4. [Present diplomas at graduation ceremonies.](#)

Reviewed and Affirmed by the Board:

Last Revision:

2008-09-23

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

8250

Legal Reference:

BOARD OPERATING PROCEDURES

Meetings

The Lincoln Board of Education will hold one or more regular meeting each month. Special meetings may be held as circumstances demand.

A meeting of the Board occurs when the body is intentionally convened for the transaction of business and advance publicized notice is given of the meeting (except in the case of emergencies) in accordance with the Open Meetings Act.

Regular Meetings

The Board will schedule regular meetings for the purpose of conducting the business of the District in accordance with Nebraska State law.

Work Sessions

Work sessions are a special meeting. The Board may schedule informal work sessions between regular meetings. Work sessions are desirable when extended or informal discussion is needed in advance of taking formal action, when hearing major reports of staff committees, or when reviewing or formulating extensive plans for later ratification.

During work sessions the Board shall function as a Committee of the Whole.

Other Special Meetings

Special meetings shall be held upon request of the President or at the request of at least two members of the Board.

Special meetings require reasonable advanced publicized notice except in cases of emergency.

A closed or executive session may be conducted when called for by an affirmative, majority vote of members of the Board if a closed session is clearly necessary for one or more of the following reasons the protection of the public interest or for the prevention of needless injury to the reputation of an individual and such individual has not requested a public meeting. The following are the most common reasons for convening a closed session:

BOARD OPERATING PROCEDURES

Meetings (Continued)

1. For strategy session with respect to negotiations/collective bargaining clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
 2. For strategy session with respect to property/real estate matters clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
 3. For strategy session with respect to pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
 4. For discussion regarding deployment of security personnel or devices clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
 5. For investigative proceedings regarding allegations of criminal misconduct clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
 6. For personnel and the evaluation of job performance clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
 7. For discussions of the legal consequences of specific action and legal advice clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual in compliance with the law.
- ~~(a) Strategy sessions with respect to collective bargaining, real estate purchases or litigation;~~
- ~~(b) Discussion regarding deployment of security personnel or devices;~~
- ~~(c) Investigative proceedings regarding allegations of criminal misconduct, or personnel matters.~~

BOARD OPERATING PROCEDURES

Meetings (Continued)

Meetings for Public Hearings

The Board may hold public hearings as necessary or as required by statute.

Open Meetings

All meetings of the Board are open to the public except for closed sessions permitted by law.

Reviewed and Affirmed by the Board:

Last Revision:

2016-11-22

Original Adoption or Oldest Version:

2008-09-23

Related Policies and Regulations:

1130

Legal Reference:

79-560; 84-1407 to 84-1414

BOARD OPERATING PROCEDURES

Annual Organizational Meeting

An organizational meeting of the Lincoln Board of Education shall be held on the third Monday of May each year for the purpose of seating any new members and electing officers.

The following are procedures for election of officers and other business to take place at the annual organizational meeting of the Board:

1. After new members are sworn in by the Board's legal counsel, the Board will elect from its members a President and a Vice President with the Board's legal counsel acting as chair for the election of a President.
2. The Board will then elect as Secretary, the Superintendent, and elect as Treasurer the Associate Superintendent for Business Affairs. All officers will assume office upon election. and elect as Secretary, Treasurer, ex officio, the Superintendent of Schools, all of whom will assume office at the organizational meeting.
- ~~2. The Board's legal counsel will act as chair for the election of the President.~~
3. Upon call for nominations for each office by the chair, nominations will be made by written ballot. Voting will be by written ballot on all members nominated and repeated until a majority is achieved for a nominee. If a tie is not broken after five ballots, the chair will determine the winner by a flip of a coin.
4. The President will assume the chair immediately upon being his or her elected.
5. The motions for the officers' election should read: Move that (nominee's name) be elected as (name of office) to serve a term of one year on an "at-will" basis or until the person's successor is elected and qualified.

The order of business for the remainder of the meeting should be as follows:

1. The election of a Vice President by the same method as used for the election of the President.
2. Election of the Secretary and Treasurer.
3. The adoption of an order of business to guide in the preparation of future agendas and conduct of meetings.
4. Review of existing temporary committees or special appointments involving Board members.

BOARD OPERATING PROCEDURES

Annual Organizational Meeting (Continued)

5. Approval of current Board policies and regulations.

Reviewed and Affirmed by the Board:	2008-09-23
Last Revision:	2008-09-23
Original Adoption or Oldest Version:	8441
Related Policies and Regulations:	79-566, 84--1407 to
Legal Reference:	84--1414

OPTION ENROLLMENT RESOLUTION

BE IT RESOLVED that the Lincoln Public Schools hereby adopts by resolution the following specific standards for acceptance and rejection of option enrollment applications for K-12 option enrollment students for the 2019-20 school year as follows:

- A. The option enrollment application must be received by Friday, August 2, 2019, to be accepted and this filing deadline will not be waived, except as may be provided in specific standards hereinafter set forth;
- B. The option enrollment student must otherwise meet all statutory or legal conditions or requirements for option enrollment; and
- C. Except as otherwise required by law, that all programs, classes and buildings of assignment shall at all times and from time to time during attendance at Lincoln Public Schools be determined by Lincoln Public Schools, and

BE IT FURTHER RESOLVED that the Lincoln Public Schools hereby adopts by resolution the following specific standards for acceptance of late-filed (after August 2, 2019) option enrollment applications for K-12 option enrollment students for the 2019-20 school year as follows:

- A. The option enrollment student must be a sibling of a student currently enrolled at Lincoln Public Schools, or be a student presently enrolled or enrolled with the past year in the Lincoln Public Schools, or be enrolled in a private school approved for legal operation under NDE Rule 10 which is located within the city of Lincoln applying for enrollment in only one class at Lincoln Public Schools; and
- B. The option enrollment student must otherwise meet all statutory or legal conditions or requirements for option enrollment and,
- C. Except as otherwise required by law, all programs, classes and buildings of assignment shall at all times and from time to time during attendance at Lincoln Public Schools be determined by Lincoln Public Schools.

BE IT FURTHER RESOLVED that opt-out requests for release of resident students of Lincoln Public Schools who submit an application after March 15 or any other statutory deadline will be granted.

LINCOLN PUBLIC SCHOOLS
OFFICE OF BUSINESS AFFAIRS
LINCOLN, NEBRASKA

28-Feb-19

FINANCIAL REPORT
FUND BALANCE
ALL FUNDS

	2018-2019	Last Yr. 2017-2018
Balance, September 1	\$169,457,395	\$159,030,322
Receipts Year to Date	<u>\$200,792,977</u>	<u>\$217,164,826</u>
Total Balance Forward and Receipts	\$370,250,372	\$376,195,148
Expenditures Year to Date	<u>(\$288,415,569)</u>	<u>(\$276,467,470)</u>
Balance	\$81,834,803	\$99,727,678

Kelli Ackerman
Director of Accounting & Payroll

Liz Standish
Associate Superintendent
for Business Affairs

**LINCOLN PUBLIC SCHOOLS
FUND BALANCE-ALL FUNDS
FOR THE PERIOD ENDING FEBRUARY 28, 2019**

	9/1/2018	Receipts			Expenditures			Fund Balance	
	Fund Balance	Current Month	2018-2019 YTD	2017-2018 YTD	Current Month	2018-2019 YTD	2017-2018 YTD	2/28/2019	2/28/2018
General Fund	\$86,924,796	\$40,078,231	\$159,592,436	\$166,980,048	\$34,633,503	\$213,684,248	\$201,311,198	\$32,832,984	\$29,509,625
Federal Fund	(\$6,615,499)	\$907,564	\$6,447,756	\$11,098,173	\$1,770,603	\$9,912,192	\$10,870,473	(\$10,079,935)	(\$9,809,457)
Special Grant Fund	\$1,633,332	\$357,514	\$2,809,927	\$2,700,795	\$782,969	\$2,931,312	\$2,942,780	\$1,511,948	\$1,832,108
QCPUF	\$5,850,671	\$297,007	\$1,357,995	\$2,148,377	\$0	\$5,198,455	\$5,540,570	\$2,010,211	\$1,812,334
Building Fund	\$11,359,862	\$54,119	\$387,819	\$1,399,774	\$54,284	\$2,534,174	\$7,063,869	\$9,213,507	\$15,490,340
CIAF	\$1,816,895	\$108,103	\$909,816	\$887,342	\$136,621	\$589,193	\$513,001	\$2,137,518	\$1,724,927
Cooperative Fund	(\$43,364)	\$159,836	\$901,619	\$773,512	\$379,835	\$2,344,356	\$2,273,069	(\$1,486,101)	(\$1,322,853)
Debt Service Fund	\$28,479,542	\$2,026,353	\$5,773,194	\$8,283,025	\$608	\$27,652,117	\$22,563,706	\$6,600,618	\$5,674,398
Depreciation Fund	\$20,821,791	\$8,823	\$1,422,724	\$1,269,520	\$909,939	\$3,383,439	\$2,223,841	\$18,861,077	\$18,838,351
Nutrition Services Fund	\$8,516,939	\$1,841,878	\$12,202,274	\$12,426,543	\$2,300,729	\$10,493,442	\$10,760,794	\$10,225,771	\$9,439,991
Insurance Fund	\$3,927,257	\$14,981	\$3,293,663	\$3,012,204	\$169,678	\$2,617,441	\$2,820,942	\$4,603,479	\$5,011,700
Resale Fund	\$1,817	\$127,053	\$629,085	\$708,880	\$93,462	\$461,643	\$751,753	\$169,260	\$302,284
Activity Fund	\$2,336,386	\$299,680	\$1,857,218	\$2,212,544	\$317,920	\$2,152,866	\$2,557,015	\$2,040,738	\$2,001,667
Student Fees Fund	\$11,809	\$230	\$18,459	\$17,514	\$17	\$2,891	\$4,123	\$27,377	\$18,811
TOTAL	\$165,022,234	\$46,281,373	\$197,603,986	\$213,918,250	\$41,550,169	\$283,957,768	\$272,197,136	\$78,668,453	\$80,524,226
ESU 18 Fund	\$3,372,175	\$480,558	\$2,272,100	\$2,515,585	\$722,441	\$3,790,011	\$3,669,696	\$1,854,264	\$1,981,617
ESU 18 Special Grant Fund	(\$1,048)	\$0	\$226,166	\$730,992	\$20,395	\$141,306	\$0	\$83,812	\$948,189
ESU 18 Federal Fund	\$1,064,033	\$121,028	\$690,724	\$3,246,577	\$91,670	\$526,483	\$600,639	\$1,228,274	\$2,929,806
ESU TOTAL	\$4,435,160	\$601,586	\$3,188,990	\$6,493,153	\$834,506	\$4,457,800	\$4,270,334	\$3,166,350	\$5,859,611
LPS & ESU TOTAL	\$169,457,395	\$46,882,959	\$200,792,977	\$220,411,403	\$42,384,675	\$288,415,569	\$276,467,470	\$81,834,803	\$86,383,838

**LINCOLN PUBLIC SCHOOLS
GENERAL FUND FINANCIAL REPORT
FOR THE PERIOD ENDING FEBRUARY 28, 2019**

PERCENTAGE OF FISCAL YEAR ELAPSED: 50.00%

	2018-2019 Budget	Current Month	2018-2019 Year-to-Date *	Percent of Budget	2017-2018 Year-to-Date *	Percent of Budget
RECEIPTS						
Property Taxes	\$230,022,990	\$13,495,478	\$38,218,463	16.6%	\$55,747,948	25.3%
State Aid	\$146,654,723	\$14,665,472	\$87,992,832	60.0%	\$76,008,390	60.0%
Other Local	\$31,035,000	\$1,973,028	\$12,545,523	40.4%	\$11,558,611	40.7%
County	\$2,000,000	\$0	\$2,326,161	116.3%	\$2,037,167	92.6%
Spec. Ed. and Other State	\$39,810,000	\$9,862,937	\$17,691,769	44.4%	\$21,197,509	55.5%
Federal	\$1,450,000	\$0	\$694,369	47.9%	\$310,720	22.6%
Non Revenue	\$150,000	\$81,317	\$123,319	82.2%	\$119,704	119.7%
TOTAL RECEIPTS	\$451,122,713	\$40,078,231	\$159,592,436	35.4%	\$166,980,048	40.0%
EXPENDITURES						
Regular Instruction	\$299,794,379	\$23,755,587	\$143,973,968	48.0%	\$136,427,401	48.2%
Special Education Instruction	\$67,148,931	\$5,354,479	\$32,940,719	49.1%	\$30,564,275	47.7%
Administration	\$17,749,480	\$801,184	\$6,391,399	36.0%	\$6,116,634	35.2%
Transportation	\$12,273,699	\$1,186,501	\$7,440,946	60.6%	\$7,052,807	65.6%
Utilities	\$8,520,580	\$567,369	\$4,317,442	50.7%	\$4,199,928	49.4%
Operation & Maintenance	\$36,773,730	\$2,968,383	\$18,240,670	49.6%	\$17,320,879	48.5%
Insurance Liab. Premiums	\$1,613,350	\$0	\$1,613,350	100.0%	\$1,428,980	100.0%
Expenditures Placed on Hold	\$0	\$0	\$0	0.0%	\$0	0.0%
TOTAL EXPENDITURES	\$443,874,149	\$34,633,503	\$214,918,495	48.4%	\$203,110,903	48.3%

* Year to Date Expenditures include Outstanding Encumbrances.

**LINCOLN PUBLIC SCHOOLS
FOR THE PERIOD ENDING February 28, 2019**

GENERAL FUND BALANCE

	<u>2018-2019 Balance</u>	<u>Percent of Receipt Budget</u>	<u>2017-2018 Balance</u>	<u>Percent of Receipt Budget</u>	<u>Difference</u>
Sept. 30	\$76,797,514	17.0%	\$77,527,808	18.6%	-\$730,294
Oct. 31	\$58,420,711	13.0%	\$57,475,167	13.8%	\$945,544
Nov. 30	\$41,079,104	9.1%	\$40,047,389	9.6%	\$1,031,715
Dec. 31	\$27,159,691	6.0%	\$23,255,818	5.6%	\$3,903,873
Jan. 31	\$27,388,255	6.1%	\$29,509,625	7.1%	-\$2,121,370
Feb. 28	\$32,832,983	7.3%	\$47,233,366	9.6%	-\$14,400,382
Mar. 31			\$37,160,395	8.3%	
Apr. 30			\$93,823,694	23.8%	
May 31			\$106,410,845	26.4%	
June 30			\$91,926,971	23.1%	
July 31			\$64,656,660	16.4%	
Aug. 31			\$87,166,658	20.5%	

**GENERAL FUND PROPERTY TAX, MOTOR VEHICLE TAX,
HOMESTEAD EXEMPTION, AND STATE TAX CREDIT RECEIPTS**

	<u>2018-2019 Year-to-Date</u>	<u>Cumulative Percent of Budget</u>	<u>2017-2018 Year-to-Date</u>	<u>Cumulative Percent of Budget</u>	<u>Percent of Total Collected</u>
Sept.	\$13,458,977	5.4%	\$15,951,635	6.7%	6.6%
Oct.	\$2,940,989	6.5%	\$3,333,630	8.1%	8.0%
Nov.	\$2,259,024	7.4%	\$2,507,623	9.1%	9.0%
Dec.	\$1,986,911	8.2%	\$1,839,952	9.9%	9.8%
Jan.	\$12,803,646	13.4%	\$19,665,369	18.1%	17.9%
Feb.	\$10,407,356	17.5%	\$22,365,352	27.5%	27.1%
Mar.			\$4,480,057	0.0%	29.0%
April			\$72,737,250	0.0%	59.0%
May			\$21,897,897	0.0%	68.0%
June			\$4,187,050	0.0%	69.7%
July			\$5,578,247	0.0%	72.0%
Aug.			\$67,722,880	0.0%	100.0%
Total	<u>\$43,856,903</u>		<u>\$242,266,941</u>		

GENERAL FUND RECEIPTS

	<u>Budget 2018-2019</u>	<u>Actual 2018-2019</u>	<u>Actual 2017-2018</u>	<u>Difference</u>
Property Taxes	\$230,022,990	\$33,476,020	\$51,170,866	-\$17,694,846
Motor Vehicle Taxes	\$20,500,000	\$10,380,883	\$9,915,613	\$465,270
Homestead Exempt/Tax Credit	\$0	\$0	\$4,577,082	-\$4,577,082
Public Power Sales	\$7,000,000	\$0	\$0	\$0
Investment Interest	\$600,000	\$866,361	\$271,620	\$594,741
City Fines	\$2,500,000	\$1,202,003	\$1,199,247	\$2,756
State Aid	\$146,654,723	\$87,992,832	\$76,008,390	\$11,984,442
Special Education	\$27,500,000	\$11,124,646	\$11,780,486	-\$655,840
Special Ed. Transportation	\$4,300,000	\$0	\$1,900,000	-\$1,900,000
Apportionment	\$7,200,000	\$6,120,014	\$7,069,460	-\$949,446
Early Childhood Special Education	\$0	\$0	\$0	\$0
Other	\$4,845,000	\$8,429,676	\$3,087,284	\$5,342,392
Total Receipts	<u>\$451,122,713</u>	<u>\$159,592,436</u>	<u>\$166,980,048</u>	<u>-\$7,387,612</u>

**LINCOLN PUBLIC SCHOOLS
GENERAL FUND ASSETS AND LIABILITES
AS OF FEBRUARY 28, 2019**

ASSETS	Sept. 30	Oct. 31	Nov. 30	Dec. 31	Jan. 31	Feb. 28	Mar. 31	Apr. 30	May 31	June 30	July 31	Aug. 31
Cash & Investments	\$93,976,750	\$71,193,283	\$53,275,930	\$33,635,185	\$39,601,534	\$45,300,968						
Inventory	\$322,956	\$338,418	\$355,295	\$395,344	\$375,651	\$394,825						
Petty Cash & Change	\$72,782	\$71,232	\$42,332	\$41,772	\$41,572	\$42,272						
Receivables	\$795	\$113	\$199	\$355	\$389	\$49						
TOTAL ASSETS	\$94,373,283	\$71,603,045	\$53,673,756	\$34,072,656	\$40,019,145	\$45,738,114						
LIABILITIES												
Federal Withholding	\$1,991,994	\$2,274,523	\$1,987,328	-\$506	\$1,939,587	\$2,011,554						
State Withholding	\$889,416	\$945,443	\$877,396	\$888,498	\$871,700	\$897,957						
FICA Withholding	\$3,840,836	\$4,054,007	\$3,833,612	\$140	\$3,791,372	\$3,902,119						
Retirement Withholding	\$5,220,631	\$5,155,487	\$5,133,352	\$5,149,111	\$5,137,797	\$5,178,846						
Insurance, Dues, Annuities	\$5,632,892	\$752,874	\$762,963	\$875,721	\$890,434	\$914,656						
Accounts Payable	\$0	\$0	\$0	\$0	\$0	\$0						
TOTAL LIABILITIES	\$17,575,770	\$13,182,334	\$12,594,652	\$6,912,964	\$12,630,890	\$12,905,131						
FUND BALANCE	\$76,797,514	\$58,420,711	\$41,079,104	\$27,159,691	\$27,388,255	\$32,832,983						

FOR FISCAL YEAR 2017-2018

ASSETS	Sept. 30	Oct. 31	Nov. 30	Dec. 31	Jan. 31	Feb. 29	Mar. 31	Apr. 30	May 31	June 30	July 31	Aug. 31
Cash & Investments	\$94,363,725	\$69,564,348	\$52,147,806	\$29,404,939	\$41,166,483	\$59,023,638	\$49,127,339	\$105,701,795	\$118,607,762	\$105,278,528	\$76,775,758	\$100,661,832
Inventory	\$278,867	\$307,853	\$343,321	\$319,161	\$312,471	\$351,809	\$319,963	\$338,206	\$210,209	\$282,100	\$273,187	\$491,714
Petty Cash & Change	\$69,785	\$55,685	\$41,285	\$40,435	\$40,435	\$41,185	\$40,685	\$40,885	\$39,265	\$31,255	\$36,814	\$64,132
Receivables	\$638	\$310	\$929	\$0	\$3,456	\$525	\$595	\$530	\$286	\$322	\$343	\$444
TOTAL ASSETS	\$94,713,015	\$69,928,196	\$52,533,340	\$29,764,535	\$41,522,845	\$59,417,157	\$49,488,581	\$106,081,415	\$118,857,521	\$105,592,205	\$77,086,102	\$101,218,122
LIABILITIES												
Federal Withholding	\$2,321,372	\$2,333,245	\$2,328,872	-\$691	\$1,854,134	\$1,876,673	\$1,902,990	\$1,879,713	\$1,902,501	\$2,092,183	\$1,970,725	\$1,898,380
State Withholding	\$840,770	\$831,550	\$829,523	\$834,542	\$819,951	\$832,379	\$841,653	\$830,311	\$838,802	\$915,937	\$859,959	\$832,048
FICA Withholding	\$3,671,464	\$3,689,430	\$3,682,367	-\$113	\$3,642,027	\$3,706,401	\$3,737,179	\$3,686,750	\$3,724,033	\$3,975,992	\$3,649,249	\$3,597,983
Retirement Withholding	\$5,016,144	\$4,923,525	\$4,915,485	\$4,923,614	\$4,903,112	\$4,933,367	\$4,944,064	\$4,889,803	\$4,905,776	\$5,301,463	\$4,946,519	\$4,836,278
Insurance, Dues, Annuities	\$5,335,459	\$675,278	\$729,703	\$751,365	\$793,996	\$834,972	\$902,300	\$971,144	\$1,075,564	\$1,379,659	\$1,002,990	\$2,886,775
Accounts Payable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL LIABILITIES	\$17,185,207	\$12,453,029	\$12,485,951	\$6,508,716	\$12,013,220	\$12,183,791	\$12,328,186	\$12,257,721	\$12,446,676	\$13,665,234	\$12,429,442	\$14,051,464
FUND BALANCE	\$77,527,808	\$57,475,167	\$40,047,389	\$23,255,818	\$29,509,625	\$47,233,366	\$37,160,395	\$93,823,694	\$106,410,845	\$91,926,971	\$64,656,660	\$87,166,658

**LINCOLN PUBLIC SCHOOLS
FEDERAL FUNDS CASH POSITION BY PROJECT
FOR THE PERIOD ENDING FEBRUARY 28, 2019**

<u>No.</u>	<u>Project</u>	<u>Year</u>	<u>Budget</u>	<u>RECEIPTS</u>		<u>EXPENDITURES</u>		<u>Balance</u>
				<u>Current</u>	<u>Project-to-Date</u>	<u>Current</u>	<u>Project-to-Date</u>	
4118	CLC STATE 11	2018	\$64,750	\$0	\$64,750	\$0	\$64,750	\$0
4128	CLC STATE 12	2018	\$119,625	\$0	\$119,625	\$0	\$119,625	\$0
4138	CLC STATE 13	2018	\$137,025	\$0	\$137,025	\$0	\$137,025	\$0
4148	CLC STATE 14	2018	\$143,985	\$0	\$143,985	\$0	\$143,985	\$0
4158	CLC STATE 15	2018	\$140,940	\$0	\$140,940	\$0	\$140,940	\$0
4168	CLC STATE 10	2018	\$137,460	\$0	\$137,460	\$0	\$137,461	(\$1)
4178	CLC STATE 17	2018	\$87,000	\$0	\$87,000	\$0	\$87,000	\$0
4209	NSPDG EVERETT	2018	TBD	\$0	\$997	\$0	\$997	\$0
4229	TITLE IA	2018	\$10,626,979	\$147,087	\$9,395,522	\$0	\$9,746,879	(\$351,357)
4239	TITLE IV	2018	\$392,157	\$17,808	\$379,447	\$0	\$379,448	(\$1)
4244	TITLE I ACCOUNTABILITY	2018	\$295,254	\$0	\$295,254	\$0	\$295,254	\$0
4252	TITLE I DELINQUENT	2018	\$145,178	\$35,225	\$101,493	\$0	\$101,494	(\$1)
4269	TITLE III LEP	2018	\$486,484	(\$990)	\$425,041	\$0	\$425,042	(\$1)
4279	TITLE III IMMIGRANT	2018	\$44,990	\$0	\$42,924	\$0	\$42,924	(\$0)
4289	REFUGEE IMPACT	2018	\$89,861	\$0	\$89,861	\$0	\$89,861	(\$0)
4395	TITLE IIA	2018	\$1,131,583	\$0	\$849,733	-\$471	\$1,026,378	(\$176,645)
4404	IDEA 611 BASE	2018	\$2,560,924	\$194,168	\$2,560,924	\$0	\$2,560,924	(\$0)
4406	IDEA 619 BASE	2018	\$194,125	\$10,550	\$194,125	\$0	\$194,125	(\$0)
4409	IDEA PART B	2018	\$5,307,786	\$454,812	\$5,210,747	-\$3,256	\$5,210,748	(\$1)
4412	IDEA NON PUBLIC	2018	\$341,930	\$0	\$341,930	\$0	\$341,930	\$0
4418	RDA TIP SUPPORT	2018	\$255,530	\$0	\$139,292	\$0	\$139,213	\$79
4419	IDEA E/P-ECSE	2018	\$358,762	\$31,047	\$375,136	\$0	\$375,136	(\$0)
4473	MIGRANT	2018	\$86,722	\$0	\$80,921	\$0	\$80,921	(\$0)
4717	PERKINS	2018	\$378,170	\$0	\$378,170	\$0	\$378,170	\$0
4862	SCHOOL IMPROVEMENT	2018	\$350,262	\$0	\$282,778	\$0	\$350,262	(\$67,484)
4913	SCHOOL CLIMATE	2018	\$286,880	\$0	\$270,894	\$0	\$270,876	\$18
4967	PLANNING REGION	2018	\$47,660	\$0	\$17,357	-\$24	\$17,357	(\$0)
4990	BIRST	2017	\$3,000	\$0	\$2,583	\$0	\$4,333	(\$1,750)
4991	BIRST	2018	\$3,000	\$0	\$2,977	\$0	\$1,054	\$1,923
6129	CLC STATE 12	2019	\$119,625	\$0	\$16,196	\$8,319	\$48,814	(\$32,618)
6139	CLC STATE 13	2019	\$137,025	\$0	\$26,039	\$10,932	\$62,043	(\$36,004)
6149	CLC STATE 14	2019	\$143,985	\$0	\$35,127	\$466	\$49,369	(\$14,242)
6159	CLC STATE 15	2019	\$140,940	\$0	\$19,171	\$19,996	\$67,374	(\$48,203)
6169	CLC STATE 16	2019	\$137,460	\$0	\$10,179	\$19,701	\$44,306	(\$34,127)
6179	CLC STATE 17	2019	\$87,000	\$0	\$23,829	\$11,803	\$56,297	(\$32,468)
6189	CLC STATE 18	2019	\$103,530	\$0	\$12,559	\$9,842	\$42,127	(\$29,568)
6209	TITLE IA	2019	\$8,815,645	\$0	\$0	\$621,277	\$3,400,304	(\$3,400,304)
6219	ACCOUNTABILITY	2019	\$441,175	\$0	\$0	\$38,092	\$224,831	(\$224,831)
6239	TITLE ID	2019	\$78,218	\$0	\$0	\$7,803	\$51,707	(\$51,707)
6319	TITLE IIA	2019	\$1,252,233	\$0	\$0	\$104,108	\$516,265	(\$516,265)
6404	IDEA 611 BASE	2019	\$2,560,924	\$0	\$0	\$220,395	\$1,245,438	(\$1,245,438)
6406	IDEA 619 BASE	2019	\$200,935	\$0	\$0	\$17,115	\$100,082	(\$100,082)
6409	IDEA E/P-ECSE	2019	\$367,872	\$0	\$0	\$30,759	\$180,390	(\$180,390)
6410	IDEA PART B	2019	\$5,470,800	\$0	\$0	\$435,987	\$2,634,990	(\$2,634,990)
6412	IDEA NON PUBLIC	2019	\$373,322	\$0	\$0	\$28,199	\$169,197	(\$169,197)
6416	PROMOTING ENGAGEMENT	2019	\$313,028	\$0	\$0	\$13,753	\$15,961	(\$15,961)
6529	SCHOOL CLIMATE	2019	\$189,989	\$0	\$9,132	\$14,520	\$42,256	(\$33,124)
6531	NSPDG EVERETT	2019	\$1,000	\$0	\$0	\$0	\$0	\$0
6539	MCKINNEY HOMELESS	2019	TBD	\$0	\$0	\$0	\$0	\$0
6569	PLANNING REGION	2019	\$65,750	\$0	\$0	\$2,103	\$4,916	(\$4,916)
6589	REFUGEE	2019	\$107,437	\$0	\$0	\$20,686	\$39,200	(\$39,200)
6709	PERKINS	2019	\$392,240	\$0	\$0	\$33,102	\$157,870	(\$157,870)
6759	SIG YEAR 4	2019	\$294,860	\$0	\$0	\$18,335	\$110,803	(\$110,803)
6919	MIGRANT	2019	\$137,371	\$0	\$0	\$10,652	\$38,169	(\$38,169)
6929	TITLE III EL	2019	\$494,709	\$0	\$0	\$40,925	\$225,156	(\$225,156)
6939	INDIAN ED	2019	\$151,709	\$17,857	\$53,008	\$11,722	\$64,730	(\$11,722)
6949	INDIAN ED DEMO	2019	\$499,861	\$0	\$0	\$15,449	\$24,092	(\$24,092)
6979	TITLE IV	2019	\$454,427	\$0	\$0	\$8,312	\$73,267	(\$73,267)
Totals			\$47,751,092	\$907,564	\$22,474,130	\$1,770,603	\$32,554,065	(\$10,079,935)

**LINCOLN PUBLIC SCHOOLS
NUTRITION SERVICES FINANCIAL REPORT
FOR THE PERIOD ENDING FEBRUARY 28, 2019**

	<u>2018-2019 Budget</u>	<u>Current Month</u>	<u>2018-2019 Year-to-Date</u>	<u>2017-2018 Year-to-Date</u>
RECEIPTS				
*Sales Yet to be Distributed	\$0	(\$21,198)	\$101,253	\$133,999
Breakfast	\$403,000	\$38,620	\$234,370	\$217,175
Paid Sales	\$5,500,000	\$460,894	\$2,806,801	\$2,785,071
Ala Carte Sales	\$1,300,000	\$138,283	\$703,357	\$676,347
Student Lunches-Other Sources	\$490,000	\$24,095	\$321,648	\$304,012
Free Lunch Reimb.	\$7,700,000	\$667,981	\$4,284,257	\$4,267,322
Red. Lunch Reimb.	\$1,500,000	\$118,830	\$777,703	\$737,301
Paid Lunch Reimb.	\$865,000	\$65,608	\$416,786	\$429,345
Breakfast Reimb, Severe Need	\$2,300,000	\$199,996	\$1,292,341	\$1,160,091
Free Breakfast Reimb.	\$200,000	\$11,408	\$72,223	\$99,192
Reduced Break. Reimb.	\$38,000	\$2,228	\$13,455	\$18,026
Breakfast Reimb.	\$38,000	\$2,482	\$15,366	\$18,361
State Reimb.	\$125,000	\$0	\$0	\$0
Snack Program Reimb.	\$1,000,000	\$64,029	\$404,537	\$604,689
Commodities Received	\$2,400,000	\$59,803	\$718,343	\$955,736
Interest on Investments	\$0	\$8,822	\$39,833	\$19,876
TOTAL RECEIPTS	\$23,859,000	\$1,841,878	\$12,202,274	\$12,426,543
EXPENDITURES				
Salaries	\$7,552,870	\$556,914	\$3,475,696	\$3,386,586
Benefits	\$3,936,740	\$301,610	\$1,843,909	\$1,786,154
Indirect Costs	\$1,100,000	\$494,635	\$494,635	\$626,000
Rep. and Rpl. of Equip.	\$250,000	\$24,344	\$5,770	\$118,928
Operation and Supplies	\$1,877,000	\$69,748	\$505,673	\$576,198
Food	\$8,875,000	\$852,133	\$4,267,562	\$4,201,551
Equipment	\$2,000,000	\$0	(\$142,170)	\$11,690
Staff Development	\$234,960	\$1,346	\$42,366	\$53,687
Contingency	\$0	\$0	\$0	\$0
TOTAL EXPENDITURES	\$25,826,570	\$2,300,729	\$10,493,442	\$10,760,794
FUND BALANCE				
Cash Balance, February 1			\$9,551,146	\$8,553,423
Inventory Balance, February 1			\$1,133,476	\$886,568
Fund Balance, February 1			<u>\$10,684,622</u>	<u>\$9,439,991</u>
Receipts Current			\$1,841,878	\$1,837,966
Expenditures Current			\$2,300,729	\$2,389,641
Cash Balance, February 28			\$9,243,742	\$7,917,997
Inventory Balance, February 28			\$982,030	\$970,319
Fund Balance, February 28			<u>\$10,225,771</u>	<u>\$8,888,316</u>

**EDUCATIONAL SERVICE UNIT 18
GENERAL & FEDERAL FUND FINANCIAL REPORT
FOR THE PERIOD ENDING FEBRUARY 28, 2019**

PERCENTAGE OF FISCAL YEAR ELAPSED: 50.00%

	<u>2018-2019 Budget</u>	<u>Current Month</u>	<u>2018-2019 Year-to-Date **</u>	<u>Percent of Budget</u>	<u>2017-2018 Year-to-Date **</u>	<u>Percent of Budget</u>
RECEIPTS						
Property Taxes	\$3,317,971	\$126,253	\$481,000	14.5%	\$797,777	25.4%
Core Services & Tech Infrastructure	\$2,233,601	\$223,360	\$1,340,161	60.0%	\$1,340,822	60.0%
Interlocal Agreements *	\$6,118,710	\$0	\$0	0.0%	\$0	0.0%
Other Local and County	\$902,464	\$130,945	\$448,118	49.7%	\$365,023	40.5%
State	\$7,500	\$0	\$228,988	3053.2%	\$2,740	36.5%
Federal	\$250,000	\$121,027	\$690,724	276.3%	\$740,214	45.8%
Non Revenue	\$0	\$0	\$0	0.0%	\$0	0.0%
TOTAL RECEIPTS	\$12,830,246	\$601,586	\$3,188,990	24.9%	\$3,246,577	23.0%
GENERAL FUND EXPENDITURES						
Salaries	\$5,322,270	\$436,100	\$2,621,727	49.3%	\$2,517,369	49.7%
Benefits	\$1,671,160	\$134,031	\$832,408	49.8%	\$799,928	51.4%
Contracted Services	\$840,430	\$18,916	\$294,496	35.0%	\$169,259	20.0%
Co-op Agreements *	\$4,471,560	\$0	\$0	0.0%	0	0.0%
Supplies ***	\$355,520	\$4,511	\$118,260	33.3%	\$159,493	24.2%
Equipment ***	\$14,650	\$96,189	\$96,189		\$38,018	0.0%
Staff Development	\$117,350	\$32,695	\$58,540	49.9%	\$34,960	29.8%
Contingency	\$0	\$0	\$0		\$0	0.0%
TOTAL GENERAL FUND	\$12,792,940	\$722,441	\$4,021,620	31.4%	\$3,719,027	30.0%
SPECIAL GRANT FUND EXPENDITURES	\$0	\$20,395	\$155,914		\$0	
FEDERAL FUND EXPENDITURES	\$2,016,480	\$91,670	\$526,483	26.1%	\$600,639	29.8%
TOTAL EXPENDITURES	\$14,809,420	\$834,506	\$4,704,017	31.8%	\$4,319,666	30.0%

* Co-op Agreements are the interlocal agreements with LPS. The transfers are recorded in August each year.

** Year to Date Expenditures include Outstanding Encumbrances.

*** Equipment purchases under \$5,000 per item will be posted as Supplies to follow federal guidelines effective 9-1-17 .

**LINCOLN PUBLIC SCHOOLS
INVESTMENTS-ALL FUNDS
FOR PERIOD ENDED FEBRUARY 28, 2019**

<u>Date Invest</u>	<u>Description</u>	<u>Purchase Price</u>	<u>Rate</u>	<u>Value to Maturity</u>	<u>Due Date</u>
	GENERAL FUND				
various	STFIT	\$5,120,228.47	variable	\$5,120,228.47	ongoing
various	NPAIT	\$15,374,105.08	variable	\$15,374,105.08	ongoing
	TOTAL	\$20,494,333.55		\$20,494,333.55	
	BOND FUND				
various	STFIT	\$6,225,147.17	variable	\$6,225,147.17	ongoing
	TOTAL	\$6,225,147.17		\$6,225,147.17	
	BUILDING FUND				
various	NPAIT	\$2,068,491.46	variable	\$2,068,491.46	ongoing
	TOTAL	\$2,068,491.46		\$2,068,491.46	
	DEBT SERVICE FUND				
various	STFIT	\$4,094,053.36	variable	\$4,094,053.36	ongoing
	TOTAL	\$4,094,053.36		\$4,094,053.36	
	DEPRECIATION FUND				
various	STFIT	\$5,120,228.47	variable	\$5,120,228.47	ongoing
various	NLAF	\$3,597,751.60	variable	\$3,597,751.60	ongoing
	TOTAL	\$8,717,980.07		\$8,717,980.07	
	NUTRITION SERVICES FUND				
various	STFIT	\$5,119,745.05	variable	\$5,119,745.05	ongoing
	TOTAL	\$5,119,745.05		\$5,119,745.05	
	INSURANCE FUND				
various	STFIT	\$2,047,898.02	variable	\$2,047,898.02	ongoing
	TOTAL	\$2,047,898.02		\$2,047,898.02	
TOTAL	ALL FUNDS	\$48,767,648.68		\$48,767,648.68	