

**Wayne Community Schools  
Board of Education Regular Meeting Minutes  
July 8, 2013**

The regular meeting of the Wayne Board of Education was held at 611 West 7th Street, Wayne, NE, 68787, on Monday, July 8, 2013 at 5:00 PM. Notice of the meeting and place of agenda was posted at Wayne Community Schools, posted in The Wayne Herald, and online: wayneschools.org. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

Mrs. Wendy Consoli: Absent  
Mark Evetovich: Absent  
Mr. Rod Garwood: Present  
Mr. Ken Jorgensen: Present  
Dr. Carolyn Linster: Present  
Dr. Jeryl Nelson: Present

I. Call Meeting to Order

I.a. Pledge of Allegiance

I.b. Announce Open Meeting Act Posting and Location

I.c. Action on Absence and Roll Call

I.d. Approval of the Agenda

I.d.I. Annual Hearing and Review Policy 5400- Student Fees, Policy 5002- Parent Involvement, Policy 5319-Anti Bullying

I.e. Consent Agenda

Motion to approve the consent agenda as presented passed with a motion by Mr. Ken Jorgensen and a second by Dr. Jeryl Nelson.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

I.e.I. Approval of Minutes from Previous Meetings

I.e.II. Financial Reports and Claims

I.f. Personnel

II. Communications from the Public on Agenda Items

### III. Reports and Information

#### III.a. Gifts

#### III.b. Faculty, Staff and Students

III.b.I. Jon Carlson and Ed Cable- Construction Update

#### III.c. Administration

III.c.I. Superintendent

III.c.I.1. Accreditation Update

III.c.I.2. Budget Update

III.c.I.3. Facility Update

III.c.I.4. Organizational Chart

III.c.I.5. EMC Insurance

III.c.II. High School Principal

III.c.III. Special Education Director

III.c.IV. Elementary Principal

III.c.V. Junior High Principal/A.D.

#### III.d. Board Committees

III.d.I. Foundation and Community Relations- Ken Jorgensen, Rocky Ruhl, Rod Garwood, Carolyn Linster, Mark Lenihan and Lindsay McLaughlin

III.d.II. Curriculum and Americanism- Wendy Consoli, Carolyn Linster, Jeryl Nelson and Misty Bear

III.d.III. Facility/Safety- Travis Meyer, Mark Evetovich, Ken Jorgensen and Mark Hanson

III.d.IV. Policy/Title IX- Mark Evetovich, Wendy consoli, Jeryl Nelson and Jill Pickinpaugh

III.d.V. Finance(Inc. Transportation & Budget)- Mark Lenihan, Wendy Consoli, Rod Garwood, Ken Jorgensen, and Rochelle Nelson

III.d.VI. Negotiations- Jeryl Nelson, Carolyn Linster, Mark Evetovich, and Mark Lenihan

#### IV. Action Items

##### IV.a. Old Business

###### IV.a.I. Policy 5304- Student Due Process Rights- Second Reading

Motion to approve the second reading and changes to Policy 5304 - Student Due Process Rights, as presented. passed with a motion by Dr. Jeryl Nelson and a second by Mr. Ken Jorgensen.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

###### IV.a.II. Policy 5002- Parent Involvement- Second Reading

Motion to approve the second reading and changes to Policy 5002 - Parent Involvement, as presented. passed with a motion by Mr. Ken Jorgensen and a second by Dr. Jeryl Nelson.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

##### IV.b. New Business

###### IV.b.I. Resolution to Adopt Amended Internal Revenue Code Section 125

Motion to adopt the resolution for the amended Internal Revenue Code Section 125, as presented passed with a motion by Mr. Ken Jorgensen and a second by Dr. Jeryl Nelson.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

2500 to cover medical expsenses. Mr. Kenuson read the resolution.

###### IV.b.II. Policy 2101-Authority and Responsibility of Superintendent

Motion to approve the review of Policy 2101 - Authority and Responsibility of the Superintendent, as presented. passed with a motion by Mr. Ken Jorgensen and a second by Dr. Jeryl Nelson.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

review every year.

###### IV.b.III. 2013-14 Budget Authority and Allowable Reserve Percentage Certification

###### IV.b.IV. Marco Copier Lease

Motion to approve the new lease from Marco for copier machines and service. passed with a motion by Mr. Ken Jorgensen and a second by Mr. Rod Garwood.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

Middle of 5 yrs lease. amend and start a new lease and get new equipment adding a new riso machine. Good opportunity to start a new lease.

IV.b.V. 2013-14 Milk Bids

Motion to approve the milk bid from Robert's Dairy in Norfolk for the 2013-14 school year passed with a motion by Mr. Rod Garwood and a second by Mr. Ken Jorgensen.

Mr. Rod Garwood: Yes, Mr. Ken Jorgensen: Yes, Dr. Carolyn Linster: Yes, Dr. Jeryl Nelson: Yes

low bid. change from last yr. lay out the expectations for this bid. and provide milk for the vending machine.

V. Boardmanship

V.a. School Finance & Budget Planning Workshop

VI. Future Agenda Items

VI.a. Board Retreat

VII. Executive Session

VII.a. Collective Bargaining

VIII. Action taken from Executive Session

IX. Adjournment

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Deb Daum, Secretary

## Policy 5002

### Students

#### Parent Involvement Policy

The district's policy is to welcome parental involvement in the education of their children. As a part of this policy, employees are expected to:

1. Provide parents timely information about their child's progress, and more frequent parent contacts where warranted by the student's academic and behavioral needs;
2. Make textbooks, completed tests and other curriculum materials available for review by parents upon request;
3. Permit parents access to their child's records according to law and school policy;
4. Encourage parents to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher, counselor or administrator, provided that such parent attendance be educationally appropriate and not disruptive to the educational program;
5. Assure that testing occurs to assure proper measurement of each child's educational progress and achievement;
6. Permit parents to excuse their child from testing, classroom instruction, and other experiences when possible and educationally appropriate;
7. Notify parents of student surveys in accordance with district policy, obtain parental permission for surveys where required by District policy or law, and allow parents to opt-out of such surveys in accordance with District policy and law; and
8. Encourage parents to express their concerns, share their ideas and advocate for their child's education.

#### Title I Parental Involvement

In accordance with the No Child Left Behind Act of 2001 relating to parental involvement applicable to parents of children enrolled in Title I programs, parents of Title I children shall be given the opportunity to participate in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. Notification to the parent(s) or guardian(s) of a student's eligibility to participate in the Title I program and assessment information under which the student has qualified.
3. An explanation of the details for the child's participation: type and extent of participation and evaluation of progress.
4. Opportunities for parent training on ways to support children's learning.
5. Communication to parents about student progress to be provided in the language used in the home. Responses to parent concerns will be provided in a timely manner.
6. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by the school district staff.

7. Each spring the Title 1 program will assess and review through the consultation with parents, the effectiveness of the program and re-design strategies for improvement. Opportunities will be given to parents to be involved in using these findings to plan, design, and implement the Title 1 program for the following year.

First Reading (New Revision): June 10, 2013

Date of Adoption (or Last Revision):

Related Policies and Regulations: Administrative Regulations 5002

Legal Reference:

**Last Review Date: July 9, 2012**

## **Policy 5319**

### **STUDENTS**

#### **Anti-Bullying**

One of the missions of the District is to provide a physically safe and emotionally secure environment for students and staff.

The administration and staff are to implement strategies and practices to reinforce and encourage positive behaviors by students. Positive behaviors include non-violence, cooperation, teamwork, understanding, and acceptance of others.

The administration and staff are to implement strategies and practices to identify and prevent inappropriate behaviors by all students, including anti-bullying education for all students. Inappropriate behaviors include bullying, intimidation, and harassment. Bullying means any ongoing pattern of physical, verbal, or abuse by electronic devices on school grounds, in a vehicle owned, leased, or contracted by the school being used for a school purpose by a school employee or designee, or at school-sponsored activities or school-sponsored athletic events.

The school district shall review the anti-bullying policy annually.

First Reading (New or Revision): September 8, 2008

Date of Adoption (or Last Revision): October 13, 2008

Related Policies and Regulations:

Legal References: Laws 2008, LB 205

Student Discipline Act, Neb. Rev. Stat. ' ' 79-254 to 79-296

NDE February 2003 State Board Action; Reaffirmed December 2005

## **Policy 5400 STUDENTS**

### **Student Fees**

The Board of Education of Wayne Community Schools adopts the following student fees policy in accordance with the Public Elementary and Secondary Student Fee Authorization Act.

The District's general policy is to provide for the free instruction in school in accordance with the Nebraska Constitution. This generally means that the District's policy is to provide free instruction for courses which are required by state law or regulation and to provide the staff, facility, equipment, and materials necessary for such instruction, without charge or fee to the students.

The District does provide activities, programs, and services, to children which extend beyond the minimum level of constitutionally required free instruction. Students and their parents have historically contributed to the District's efforts to provide such activities, programs, and services. Such student and parent contributions have included: students coming to school with the basic clothing and personal supplies to be successful in the classroom (eg., clothing, shoes, pencils, pens, paper, notebooks, calculators, and the like), students bringing their own or paying the reasonable cost of specialized equipment or supplies for the personal preference or personal retained benefit of students (eg., band equipment, locker deposit or rental fees, shop class materials where the student keeps the product, and college tuition or fees for college credit for advanced placement courses or correspondence courses), students providing their own specialized clothing and equipment to be prepared for the extracurricular activities in which they choose to participate (eg., sporting apparel, including shoes, undergarments, and the like), and students assisting with the cost of special programs, such as field trips, summer school, school dances and plays. The District's general policy is to continue to encourage and to require, to the extent permitted by law, such student and parent contributions to enhance the educational program provided by the District.

Under the Public Elementary and Secondary Student Fee Authorization Act, the District is required to set forth in a policy its guidelines or policies for specific categories of student fees. The District does so by setting forth the following guidelines and policies; this policy is subject to further interpretation or guidance by administrative or Board regulations, which may be adopted from time to time. Parents, guardians, and students are encouraged to contact their building administration or their teachers or activity coaches and sponsors for further specifics.

#### **(1) Guidelines for clothing required for specified courses and activities**

Students have the responsibility to furnish and wear non-specialized attire meeting general District grooming and attire guidelines, as well as grooming and attire guidelines established for the building or programs attended by the students or in which the students participate. Students also have the responsibility to furnish and wear non-specialized attire reasonably related to the programs, courses and activities in which the students participate where the required attire is specified in writing by the administrator or teacher responsible for the program, course or activity.

The District will provide or make available to students such safety equipment and attire as may be required by law, specifically including appropriate industrial-quality eye protective devices for courses

of instruction in vocational, technical, industrial arts, and/or chemical-physical science classes which involve exposure to hot molten metals or other molten materials, milling, sawing, turning, shaping, cutting, grinding, or stamping of any solid materials, heat treatment, tempering, or kiln firing of any metal or other materials, gas or electric arc welding or other forms of welding processes, repair or servicing of any vehicle, or caustic or explosive materials, or for laboratory classes involving caustic or explosive materials, hot liquids or solids, injurious radiations, or other similar hazards. Building administrators are directed to assure that such equipment is available in the appropriate classes and areas of the school buildings, teachers are directed to instruct students in the usage of such devices as required, and students have the responsibility to follow such instructions and use the devices as instructed.

### **(2) Personal or consumable items**

The School District is required to furnish any minor personal or consumable items for participation in the courses and activities provided by the District. This includes the responsibility to furnish minor personal or consumable items including, but not limited to pencils and paper. Equipment or supplies of a specialized nature for certain courses (for example, protractors and math calculators) may be made available to students by the District, but students may also be encouraged to purchase their own such equipment or supplies for their own use after school hours or for use during the school day due to the limited number of District items available to the students. A specific class supply list will be published annually in a Board-approved student handbook or supplement or other notice. The list may include refundable damage or loss deposits required for usage of certain District property.

While the District will provide students with the use of facilities, equipment, materials and supplies, including books, the students are responsible for the careful and appropriate use of such property. Students and their parents or guardian will be held responsible for damages to school property caused or aided by the student and will also be held responsible for the reasonable replacement cost of school property which is placed in the care of and lost by the student. Where students are provided school property of a significant value, which may easily be unintentionally damaged, the instructor should give the parent advance notice of the student being given responsibility for the item and the parent may then direct that the student not be given the item.

### **(3) Materials required for course projects**

Students have the responsibility to furnish or pay the reasonable cost of any materials required for course projects where, upon completion, the project becomes the property of the student. However, the district may choose to keep all such projects unless the student elect to purchase the project. Such materials are subject to the District's fee waiver policy (Section 12).

Students must furnish musical instruments for participation in optional music courses that are not extracurricular activities. Use of a musical instrument without charge is available under the District's fee waiver policy (Section 12); however, the District is not required to provide for the use of a particular type of musical instrument for any student.

### **(4) Extracurricular Activities – Specialized equipment or attire**

Extracurricular activities means student activities or organizations which are supervised or administered by the District, which do not count toward graduation or advancement between grades, and in which participation is not otherwise required by the District.

The District will generally furnish students with specialized equipment and attire for participation in extracurricular activities. The District is not required to provide for the use of any particular type of equipment or attire nor will the District provide any shoes for any student for extracurricular activities (other than free and reduced lunch students). Equipment or attire fitted for the student and which the student generally wears exclusively, such as dance squad, cheerleading, and music/dance activity (e.g. choir or show choir) uniforms and outfits, along with T-shirts for teams or band members, will be required to be provided by the participating student. The cost of maintaining any equipment or attire, including uniforms, which the student purchases or uses exclusively, shall be the responsibility of the participating student. Equipment which is ordinarily exclusively used by an individual student participant throughout the year, such as golf clubs, softball gloves, and the like, are required to be provided by the student participant. Items for the personal medical use or enhancement of the student (eg., braces, mouth pieces, and the like) are the responsibility of the student participant.

Students have the responsibility to furnish personal or consumable equipment or attire for participation in extra curricular activities or for paying a reasonable usage cost for such equipment or attire.

For music courses that are extracurricular activities, students may be required to provide specialized equipment, such as musical instruments, or specialized attire, or pay a reasonable usage cost for such equipment or attire.

**(5) Extracurricular Activities – Fees for participation**

The District does not generally charge fees for participation in extracurricular activities. Admission fees are charged for extracurricular activities and events.

**(6) Postsecondary education costs**

Students are responsible for postsecondary education costs. The phrase “postsecondary education costs” means tuition and other fees associated with obtaining credit from a postsecondary education institution. For a course in which students receive both high school and postsecondary education credit or a course being taken as part of an approved accelerated or differentiated curriculum program, the course shall be offered without charge for tuition, transportation, books, or other fees, except tuition and other fees associated with obtaining credits from a postsecondary educational institution.

**(7) Transportation costs**

Non-participants are responsible for fees established for transportation services provided by the District as and to the extent permitted by federal and state laws and regulations.

**(8) Copies of student files or records**

The Superintendent or the Superintendent’s designee shall establish a schedule of fees representing a reasonable cost of reproduction for copies of a student’s files or records for the parents or guardians of such student. A parent, guardian or student who requests copies of files or records shall be responsible for the cost of copies reproduced in accordance with such fee schedule. The imposition of a fee shall not be used to prevent parents of students from exercising their right to inspect and

review the student's files or records and no fee shall be charged to search for or retrieve any student's files or records. The fee schedule shall permit one copy of the requested records be provided for or on behalf of the student without charge and shall allow duplicate copies to be provided without charge to the extent required by federal or state laws or regulations.

**(9) Participation in before-and-after-school or prekindergarten services**

Students are responsible for fees required for participation in before-and-after-school or prekindergarten services offered by the District, except to the extent such services are required to be provided without cost.

**(10) Participation in summer school or night school**

Students are responsible for fees required for correspondence courses and participation in summer school or night school.

**(11) Breakfast and lunch programs**

Students shall be responsible for items which students purchase from the District's breakfast and lunch programs. The cost of items to be sold to students shall be consistent with applicable federal and state laws and regulations.

Students are also responsible for the cost of food, beverages, and personal or consumable items which the students purchase from the District or at school, whether from a "school store", a vending machine, a booster club or parent group sale, a book order club, or the like.

Students may be required to bring money or food for field trip lunches and similar activities.

**(12) Waiver Policy**

The District's policy is to provide fee waivers in accordance with the Public Elementary and Secondary Student Fee Authorization Act. Students who qualify for free or reduced-price lunches under United States Department of Agriculture child nutrition programs shall be provided a fee waiver or be provided the necessary materials or equipment without charge for: (1) participation in extracurricular activities, (2) transportation charges for student spectators attending extracurricular activities, (3) materials for course projects, and (4) use of a musical instrument in optional music courses that are not extracurricular activities. Participation in a free-lunch program or reduced-price lunch program is not required to qualify for free or reduced-price lunches for purposes of this section. Materials of course projects to be provided to free or reduced-price lunch eligible students shall be required to be approved by the administration, who shall apply a standard based on providing materials which is equitable to those purchased by comparable students.

**(13) Distribution of Policy**

The Superintendent or the Superintendent's designee shall publish the District's student fee policy in the Student Handbook or the equivalent (eg., publication may be made in an addendum or a supplement to the student handbook). The Student Handbook or the equivalent shall be distributed to each student's household at no cost.

**(14) Student Fee Fund**

The School Board hereby establishes a Student Fee Fund. The Fund shall be a separate school district fund not funded by tax revenue, into which all money collected from students and subject to the Fund shall be deposited and from which money shall be expended for the purposes for which it was collected from students. Funds subject to the Fund consist of money collected from students for: (1) participation in extracurricular activities, (2) postsecondary education costs, and (3) summer school or night school.

**(15) School Board Guidance**

The Wayne Board of Education directs the Superintendent of School to create Administrative Rules, which provide a detailed description to guide the administration regarding the maximum dollar amount of all student fees and the specific equipment and attire to be required for any activities and course where such requirements are established.

**Legal References:**

Laws 2002, LB 1172 (The Public Elementary and Secondary Student Fee Authorization Act)

Neb. Constitution, Article VII, section 1.

Neb. Rev. Stat. 79-241, 79-605, and 79-611 (transportation)

Neb. Rev. Stat. 79-2,104 (student files or records)

Neb. Rev. Stat. 79-715 (eye-protective devices)

Neb. Rev. Stat. 79-737 (liability of students for damages to school books)

Neb. Rev. Stat. 79-1104 (before-and-after-school or pre-kindergarten services)

Neb. Rev. Stat. 79-1106 to 79-1108.03 (accelerated or differentiated curriculum program)

**Last Review Date: July 9, 2012**

**Minutes  
Wayne Board of Education  
Regular Meeting  
June 10, 2013**

The regular meeting of the Wayne Board of Education was held at Wayne Jr-Sr High School, Wayne, Nebraska, on Monday, June 10, 2013 at 5:07 p.m. Notice of the meeting and place of agenda was published in the Wayne Herald. A copy of the Nebraska Open Meetings Act was displayed for the public to read.

The meeting was called to order at 5:07 p.m. with online training for Emeetings with Craig Caples, Nebraska Association of School Boards, for Board members and Administration.

The Regular Board meeting started at 6:00 p.m.  
The Pledge of Allegiance was recited.

**Action on Absence and Roll Call:**

Motion by Jorgensen, second by Consoli to approve the absence of Mr. Mark Evetovich and Mr. Rod Garwood from the meeting as excused. Motion carried. Roll call vote: Consoli, yes; Nelson, yes; Jorgensen, yes; Linster, yes. The following Board members answered to roll call: Mrs. Wendy Consoli, Mr. Ken Jorgensen, Dr. Carolyn Linster and Dr. Jeryl Nelson. Also in attendance, Attorney, Mr. Mike Pieper.

**Approval of the Agenda**

Motion by Nelson, second by Jorgensen to approve the agenda as presented. Motion passed. Roll call vote: Nelson, yes; Jorgensen, yes; Linster, yes; Consoli, yes.

**Consent Agenda**

**Approval of Minutes from Previous Meetings**

**Financial Reports and Claims**

Motion by Jorgensen, second by Consoli to approve the list of the Consent Agenda items, minutes from May 13 and 20, 2013, regular meeting, and financial claims as presented. Motion passed. Roll call vote: Consoli, yes; Nelson, yes; Jorgensen, yes; Linster, yes.

**Personnel**

**Special Education Teacher**

Motion by Jorgensen, second by Nelson to approve the contract for Kayla Varley as Special Education Instructor for the 2013-14 school year, pending her release from Norfolk Public Schools. Motion carried. Discussion: Mrs. Beair stated they had 18 applications for this position and they interviewed 4 candidates. Roll call vote: Nelson, yes; Jorgensen, yes; Linster, yes; Consoli, yes.

**Technology Director**

Motion by Jorgensen, second by Consoli to approve the hiring of Tom Larsen for the position of Technology Director. Motion carried. Roll call vote: Jorgensen, yes; Linster, yes; Consoli, yes; Nelson, yes.

**Technology Resignation**

Motion by Nelson, second by Consoli to accept the resignation of Amy Woerdemann with regrets and gratitude for sixteen years of service to Wayne Community Schools, in the Technology Department. Motion carried. Roll call vote: Consoli, yes; Nelson, yes; Jorgensen, yes; Linster, yes.

**Communications from the Public on Agenda Items**

No communications from the public.

**Reports and Information**

**Gifts** – Mrs. McLaughlin stated that we have received \$900 from the Booster club for the State Tailgate gathering in Lincoln.

**Faculty, Staff and Students**

**Project Update- Jon Carlson and Ed Cable**

Mr. Carlson stated they are working on finishing the punch list. No recommendation for payment. Ed Cable stated the punch list is 75% complete. Ed Cable stated there has been some dispute with one of the contractors on services. They hope to have the dispute finalized soon.

Dr. Linster, on behalf of the Board, thanked them for the updates.

**Administration**

**Superintendent**

**Asbestos Removal Plan**

Most of this information was outlined last meeting. Crews began working last week and completion date for the removal of asbestos from the old elementary school is July 15th

#### **Summer Board Retreat**

Mr. Lenihan suggests that we hold our annual summer retreat in July. Topics might include: Review of Board Goals, Review of mission, vision, core value statements, Preparation and discussion of external accreditation visit (April 2014), Initial review of available NeSA scores, Update on Community partnership for Youth, Others??

#### **Demolition- Old Elementary School**

A pre-bid walk through is being conducted on June 12th. Bids for demolition will be due on June 25th. As instructed by the board, he did contract with Cardno ATC for \$1500 to assist us with the process. The need for a special board meeting may be necessary in late June to approve the bid. The timeframe will be to demolish the building prior to school starting in August. We are including any necessary salvaging of items such as steel, windows, etc... in the bid process.

#### **Accreditation**

Mr. Lenihan has concluded training as an external visit lead evaluator. He will serve on Ralston's system accreditation visit team as an associate lead evaluator in March 2014. The district is on track to be prepared for our visit (April 27-30, 2014). We will continue the work next fall and have a goal to have our documentation submitted by February 1, 2014.

At our summer Board retreat, the administrative team will submit a draft of a revised mission/vision/value statement. After School Board review, we will bring the document to the staff during fall in-service. Final approval will need to come from the School Board at either the September or October meeting.

#### **Online Application Service**

We are considering an on-line application and screening process for new hires.

#### **School Law Seminar- Update**

Mr. Lenihan, Mrs. Pickinpaugh, Mr. Hanson and Eric Knutson attended. Each sat in on different sessions. All said it was good information.

#### **Budget Update**

Mr. Lenihan worked spreadsheet of projections for expenditures and revenue for general fund. Not knowing what land valuation will be makes it difficult to project revenue, however We are getting close to narrowing down and finalizing expenditures.

#### **Administrative Retreat**

Our administrative team conducted our annual retreat. At this we look back on the year, note accomplishments and areas we need to improve on, and begin looking to the future.

#### **High School Principal**

Mr. Hanson stated we had one senior that had their diploma held until work could be made up. That student has completed the work and all 2013 seniors have received their diplomas.

#### **Special Education Director**

Mrs. Bear stated that State Writing results are in. The Elementary and High School did very well. The Junior High Students were close to state average. The 8<sup>th</sup> graders test scores have been disregarded as the state department had computer issues. Sonya Tompkins has accepted the extra duty position of being the HAL coordinator for the 2013-14 school year. She has received over forty applications for Para positions.

#### **Elementary Principal**

Mrs. Pickinpaugh welcomes Mrs. Stewart as a fourth grade teacher leaving her position as SPED Teacher. Mrs. Pickinpaugh also informed the Board of Tracy Burrows' resignation as paraprofessional.

#### **Junior High Principal/A.D.**

Mr. Ruhl stated school ended on a good note. Ms. Sudmann and Mr. Hoskins organized a dodge ball tournament for the sixth grade and Friends' group. During this time period the sixth grade experienced eating lunch at the Jr-Sr High School. It was a good experience relieving some anxiety for the sixth graders.

Mrs. Lutt and Mrs. Brogie took the eighth grade on their annual end of the year field trip. They bowled, visited the WSC planetarium, and enjoyed their sack lunch and Bressler Park. Schedules for next season are continuously being updated and will be sent off for printing soon.

#### **Board Committees**

**Foundation and Community Relations- Rocky Ruhl, Ken Jorgensen, Rod Garwood, Carolyn Linster, Mark Lenihan and Lindsay McLaughlin-** Mr. Ruhl stated the bids for building construction for the weight room are being taken.

**Curriculum and Americanism- Wendy Consoli, Carolyn Linster, Jeryl Nelson and Misty Bear-** No Report

**Facility/Safety- Travis Meyer, Mark Evetovich, Ken Jorgensen and Mark Hanson-** The Elementary building is almost finished being cleaned for the summer and the custodial staff all should be coming to the Jr-Sr high building.

**Policy/Title IX- Mark Evetovich, Wendy Consoli, Jeryl Nelson and Jill Pickinpaugh-** Policies coming forward in new business.

**Finance (Inc. Transportation & Budget)- Mark Lenihan, Wendy Consoli, Rod Garwood, Ken Jorgensen, and Rochelle Nelson -** Mr. Lenihan had an update in his report

**Negotiations- Jeryl Nelson, Carolyn Linster, Mark Evetovich, and Mark Lenihan-** Dr. Nelson stated that we need to get a Comparability Study and start getting insurance bids.

**Action Items**

**Old Business**

**Elementary Student Handbook- Second Reading**

Motion by Jorgensen, second by Nelson to approve the second reading of the Elementary Student Handbook as presented. Motion carried. Roll call vote: Consoli, yes; Nelson, yes; Jorgensen, yes; Linster, yes.

**Jr-Sr High Student Handbook- Second Reading**

Motion by Jorgensen, second by Consoli to approve the second reading of the Jr-Sr High School Student Handbook. Motion carried. Roll call vote: Nelson, yes; Jorgensen, yes; Linster, yes; Consoli, yes.

**New Business**

**School Lunch Prices for 2013-14**

Motion by Jorgensen, second by Nelson to approve the Breakfast and Lunch Prices for the 2013-14 School year, as presented. Breakfast prices will state the same price with a ten cent increase on lunch. Motion carried. Roll call vote: Jorgensen, yes; Linster, yes; Consoli, yes; Nelson, yes.

**Substitute Teacher Pay**

Motion by Jorgensen, second by Nelson to approve the substitute teacher pay for \$105 per day for the 2013-14 school year. Motion carried. This rate presents a \$10.00 per day increase. Roll call vote: Consoli, yes; Nelson, yes; Jorgensen, yes; Linster, yes.

**Adjacent Property West of the High School**

Discussion: Board members stated that there will be plenty of parking after the old elementary school is demolished. It would take too much money to update the house, would rather use money for other needs in the school district. The Board would like to thank the realtor for considering them first. Motion by Jorgensen, second by Nelson to decline the right of first purchase of property, 721 West 7<sup>th</sup> Street, west of the Jr-Sr high school parking lot. Motion carried. Roll call vote: Nelson, yes; Jorgensen, yes; Linster, yes; Consoli, yes.

**Policy 5002- Parent Involvement- First Reading**

Motion by Jorgensen, second by Consoli to approve the first reading of Policy 5002 Parent Involvement and the changes to this policy. Motion carried. Roll call vote: Nelson, yes; Jorgensen, yes; Linster, yes; Consoli, yes.

**Policy 5304- Student due Process Rights- First Reading**

Motion by Nelson, second by Jorgensen to approve the first reading of Policy 5304 Student Due Process Rights and the changes to this policy. Motion carried. Roll call vote: Jorgensen, yes; Linster, yes; Consoli, yes; Nelson, yes.

**ESU Cooperative Food Program for 2013-14 School Year.**

Motion by Jorgensen, second by Consoli to approve the contract for the ESU Cooperative Food Program for the 2013-14 school year as presented. Motion carried. Roll call vote: Consoli, yes; Nelson, yes; Jorgensen, yes; Linster, yes.

**Boardsmanship**

**Open Meeting Law Workshop- June 27, 2013 at LifeLong Learning Center in Norfolk.** Those attending please let Mrs. Ruwe know.

**Future Agenda Items**

Demolition Bid, Health insurance options- August, Policy 5002 and 5304 second reading, Policy 2101- Superintendent CEO, Parent involvement, Weight room project, Online Application Service.

Wendy will be gone at the July meeting

**Executive Session**

No Executive session needed

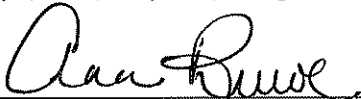
**Action taken from Executive Session**

No Executive Session- no action taken

**Adjournment**

Meeting adjourned at 7:40 p.m.

**Next Board of Education Meeting, Monday, July 8, 2013, Wayne Jr/Sr High Library at 5:00 PM**

  
\_\_\_\_\_  
Ann Ruwe, Secretary

**MINUTES**  
**WAYNE BOARD OF EDUCATION**  
**SPECIAL MEETING**  
**June 27, 2013**

The Special Meeting of the Wayne Community Schools Board of Education was held at Wayne Jr-Sr High School, in the Library, Wayne, NE on Thursday, June 27, 2013 at 4:30 p.m. Notice of the meeting and place of agenda was published in the *Wayne Herald*. A copy of the Nebraska Open Meeting Act was displayed for public inspection.

The Pledge of Allegiance was recited and roll call and action on absences; Motion by Garwood, second by Nelson to approve the absence of Mr. Mark Evetovich. Motion carried. Roll call vote: Nelson, yes; Consoli, yes; Garwood, yes; Jorgensen, yes; Linster, yes. The following Board members answered to roll call: Mrs. Wendy Consoli, Mr. Rod Garwood, Mr. Ken Jorgensen, Dr. Carolyn Linster, and Dr. Jeryl Nelson.

**Adoption of the Agenda:**

Motion by Nelson, second by Consoli to approve the agenda as presented. Motion carried. Roll call vote: Consoli, yes; Garwood, yes; Jorgensen, yes; Linster, yes; Nelson, yes.

**Action Items:**

**New Business:**

**Old Elementary School Demolition Project Bid Approval**

Motion by Garwood, second by Nelson to approve the bid of \$163,022 from Pershing Excavation and Demolition, for demolition of the old Elementary school, and provide the Superintendent approval to execute all necessary documents and requirements to fulfill the terms of the contract and project. Motion carried. Roll call vote: Garwood, yes; Jorgensen, yes; Linster, yes; Nelson, yes; Consoli, yes.

**Weight Room Expansion Project- Bid Approval**

Motion by Jorgensen, second by Nelson to approve the bid from Leseberg Construction for the concrete work and approve expenditures up to \$22,000 for materials for the Weight Room project. Motion carried. Roll call vote: Jorgensen, yes; Linster, yes; Nelson, yes; Consoli, yes; Garwood, yes.

**Adjournment:**

Motion by Linster to adjourn the Special Meeting at 5:15 p.m.

The next regular meeting of the Wayne Community Schools Board of Education will be held on Monday, July 8, 2013 at 5:00 p.m. at Wayne Jr-Sr High School.

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Ann Ruwe, Secretary

**Building Fund Expenditures for July 2013:**

1833	1,500.00	Cardno ATC Bid Services
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<b>Total</b>	<hr style="width: 100%; border: 1px solid black;"/>	1,500.00
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**Bond Fund Expenditures for July 2013:**

<hr style="width: 100%; border: 1px solid black;"/>	0.00
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**Recycling Expenditures for July 2013:**

**Separate checking account used to receive payments for equipment sold on Ebay**  
People purchasing equipment pay for the equipment plus shipping - shipping and packing materials are then paid from this account

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**Qualified Capital Purpose Expenditures for July 2013:**

<hr style="width: 100%; border: 1px solid black;"/>	
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## Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
<b>01 - GENERAL FUND</b>					
	00012388	07/02/2013	American Broadband CLEC	phone	549.58
	00012389	07/02/2013	City Of Wayne	utilities	5,314.48
	00012389	07/02/2013	City Of Wayne	utilities	6,781.53
	00012389	07/02/2013	City Of Wayne	utilities	516.54
	00012389	07/02/2013	City Of Wayne	utilities	884.14
	00012389	07/02/2013	City Of Wayne	utilities	526.78
	00012389	07/02/2013	City Of Wayne	utilities	65.94
	00012390	07/02/2013	Country Inn & Suites Lincoln North	Supt Travel	77.00
	00012391	07/02/2013	Dakota One Leasing Company	copier contract	1,480.00
	00012392	07/02/2013	De Lage Landen	Color Copier Lease	258.57
	00012393	07/02/2013	DocLee Productions	Band Supplies	125.00
	00012394	07/02/2013	Egan Supply Co.	Maint supp	63.85
	00012394	07/02/2013	Egan Supply Co.	Floor Clean Supplies	492.00
	00012394	07/02/2013	Egan Supply Co.	Floor Clean Supplies	463.81
	00012394	07/02/2013	Egan Supply Co.	Maint supp	83.34
	00012395	07/02/2013	Electronic Contracting Company	Fire alarm monitoring	81.00
	00012396	07/02/2013	Electronic Systems, Inc.	Repair Fire Alarm	195.00
	00012396	07/02/2013	Electronic Systems, Inc.	Repair Fire Alarm	80.00
	00012396	07/02/2013	Electronic Systems, Inc.	Repair Fire Alarm	65.00
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	19,751.13
	00012397	07/02/2013	ESU #1	vision supply	10.50
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	17,120.00
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	1,166.75
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	14,825.55
	00012397	07/02/2013	ESU #1	Pickinpaugh, J.hansen Reg	30.00
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	3,541.13
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	1,562.67
	00012397	07/02/2013	ESU #1	Svcs 3/23/13-5/24/13	-25,525.00
	00012397	07/02/2013	ESU #1	Pickinpaugh, J.hansen Reg	30.00
	00012398	07/02/2013	Farm to Market Ag Center Inc.	Fire alarm batteries	120.00
	00012399	07/02/2013	Gill Hauling, Inc.	Sanitation	460.00
	00012400	07/02/2013	Hampton Inn Of Kearney	4 rooms School Law Mtg	119.00
	00012400	07/02/2013	Hampton Inn Of Kearney	4 rooms School Law Mtg	119.00
	00012400	07/02/2013	Hampton Inn Of Kearney	4 rooms School Law Mtg	119.00
	00012400	07/02/2013	Hampton Inn Of Kearney	4 rooms School Law Mtg	119.00
	00012401	07/02/2013	Jorgensen Concrete & Construction	concrete for EL Playground	4,500.00
	00012402	07/02/2013	J.W. Pepper & Son Inc.	band supplies	53.99
	00012403	07/02/2013	Kooi Communications, Inc.	Moved extensions and cable	12.21
	00012403	07/02/2013	Kooi Communications, Inc.	Moved extensions and cable	107.00
	00012404	07/02/2013	Laurel-Concord Public Schools	Mileage for Homeless	254.25
	00012405	07/02/2013	Lids Team Sports	FB Equip	694.85
	00012406	07/02/2013	Menards - Norfolk	Build & Grounds Supp	18.42
	00012406	07/02/2013	Menards - Norfolk	Grounds Supplies	50.00
	00012406	07/02/2013	Menards - Norfolk	Build & Grounds Supp	22.77
	00012407	07/02/2013	Mid States School Bus, Inc.	XS Fuel	2,629.98
	00012408	07/02/2013	Milo Meyer Construction, Inc.	Concrete & slag Parking Lot	1,200.00
	00012409	07/02/2013	Nebr. Assoc. Of School Boards	6 bd wkshp reg	120.00
	00012410	07/02/2013	Northeast Nebraska Insurance	Bonds for Nelson & Peters	350.00
	00012410	07/02/2013	Northeast Nebraska Insurance	Bonds for Nelson & Peters	500.00

# Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
	00012410	07/02/2013	Northeast Nebraska Insurance	Bonds for Nelson & Peters	40.00
	00012411	07/02/2013	O'Keefe Elevator Co, Inc.	maint agreement & repair EL	569.55
	00012411	07/02/2013	O'Keefe Elevator Co, Inc.	maint agreement & repair EL	485.63
	00012412	07/02/2013	One Source	Background checks	55.00
	00012413	07/02/2013	Susan Holdstedt (DBA S&H Tax Service)	July Flex Fees	176.70
	00012414	07/02/2013	S.D. 17 Activity Fund	Athleic Transfer	5,000.00
	00012415	07/02/2013	S.D. 17 Lunch Fund	Lunch Fund Transfer	2,000.00
	00012416	07/02/2013	S.D. 17 Petty Cash Account	correct payroll	71.25
	00012416	07/02/2013	S.D. 17 Petty Cash Account	correct Payroll	207.22
	00012416	07/02/2013	S.D. 17 Petty Cash Account	M.Bear Lodging - WA	728.22
	00012416	07/02/2013	S.D. 17 Petty Cash Account	D.Peters Notary Renewal	30.00
	00012417	07/02/2013	Sharon Van Cleave	powerschool consult	36.16
	00012418	07/02/2013	Sherwin-Williams Co.	Paint	370.00
	00012418	07/02/2013	Sherwin-Williams Co.	Paint	370.00
	00012419	07/02/2013	Stockup.com	chair glides	458.15
	00012420	07/02/2013	Verizon Wireless	phone	138.32
	00012421	07/02/2013	Wayne-Carroll Music Boosters	Rep & Maintain Uniforms	1,800.00
	00012422	07/02/2013	Willsie Company/Graves & Associates	Diplomas	935.61
	00012423	07/02/2013	Wayne State College	13-14 use of facilities	30,000.00
<b>01 - GENERAL FUND Totals:</b>					<b>105,657.57</b>
<b>Report Total:</b>					<b>105,657.57</b>

# Checks for Payment Listing

Direct	Check	Check Date	Payable To	Description	Amount
<b>01 - GENERAL FUND</b>					
	000EFT31	07/08/2013	State National Bank and Trust Co.	Bank Fees	111.44
				<b>01 - GENERAL FUND Totals:</b>	<b>111.44</b>
				<b>Report Total:</b>	<b>111.44</b>

## Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
<b>01 - GENERAL FUND</b>					
	00012424	07/08/2013	Accessibility dot Net, Inc.	software (vision services)	410.00
	00012425	07/08/2013	AC Supply	HS ind. tech. supply	245.66
	00012426	07/08/2013	Arbor Scientific	HS science lab supply	93.62
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	14.34
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	15.80
	00012427	07/08/2013	Arnie's Ford	Inspections	17.04
	00012427	07/08/2013	Arnie's Ford	Inspections	14.34
	00012427	07/08/2013	Arnie's Ford	Inspections	15.80
	00012427	07/08/2013	Arnie's Ford	Inspections <i>Dr Ed</i>	29.99
	00012427	07/08/2013	Arnie's Ford	Inspections <i>Dr Ed</i>	14.20
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	17.04
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	15.80
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	25.24
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	159.62
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	14.20
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	187.73
	00012427	07/08/2013	Arnie's Ford	Veh Insp, <u>Dr Ed brake</u>	188.96
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	17.04
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	19.88
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	14.34
	00012427	07/08/2013	Arnie's Ford	Veh Insp, Dr Ed brake	15.80
	00012427	07/08/2013	Arnie's Ford	Inspections <i>Dr Ed</i>	14.20
	00012427	07/08/2013	Arnie's Ford	Inspections <i>Dr Ed</i>	29.99
	00012428	07/08/2013	Battery Junction	JH science lab supply	38.96
	00012429	07/08/2013	B. E. Publishing	ES software online renewal	973.50
	00012430	07/08/2013	Black Hills Energy	utilities	139.51
	00012430	07/08/2013	Black Hills Energy	utilities	25.69
	00012430	07/08/2013	Black Hills Energy	utilities	53.63
	00012431	07/08/2013	Blick Art Materials	JH art supplies	945.51
	00012432	07/08/2013	Bomgaars	<u>Equip</u> , Build, Grounds	349.99
	00012432	07/08/2013	Bomgaars	Equip, <u>Build</u> , <u>Grounds</u>	20.48
	00012432	07/08/2013	Bomgaars	Equip, <u>Build</u> , Grounds	908.99
	00012433	07/08/2013	Carhart Lumber Company	HS Hall, EL Hall , EL Class	1,323.52
	00012434	07/08/2013	Carlson West Povondra Architects	punchlist hrs	1,210.30
	00012435	07/08/2013	Cascio/Interstate Music	ES music	59.47
	00012435	07/08/2013	Cascio/Interstate Music	ES music	23.95
	00012436	07/08/2013	CEV Multimedia	HS t. supply	171.60
	00012437	07/08/2013	Chemsearch	contract water treatment prog	982.90
	00012438	07/08/2013	Childswork/Childsplay	ES guidance supply	108.73
	00012439	07/08/2013	Constellation NewEnergy Gas Div., LLC	utilities	393.79
	00012439	07/08/2013	Constellation NewEnergy Gas Div., LLC	utilities	101.96
	00012439	07/08/2013	Constellation NewEnergy Gas Div., LLC	utilities	7.03
	00012440	07/08/2013	Curtis& Coleen Jeffries (Copy Write	<u>Supt Supp</u> , guid supp	211.93
	00012440	07/08/2013	Curtis& Coleen Jeffries (Copy Write	Supt Supp, <u>guid supp</u>	264.45
	00012441	07/08/2013	Demco, Inc.	ES libr. supply	180.65
	00012441	07/08/2013	Demco, Inc.	HS libr. supply	310.31
	00012442	07/08/2013	Eakes Office Plus	office supply	19.79
	00012443	07/08/2013	EBSCO A/R Service Center	HS periodicals	342.86
	00012443	07/08/2013	EBSCO A/R Service Center	ES periodicals	309.98

## Checks for Payment Listing

Direct Dep.	Check	Check Date	Payable To	Description	Amount
	00012444	07/08/2013	Ellsworth Publishing Co.	software user license/keyboard	446.40
	00012445	07/08/2013	Elsevier	HS texts	2,032.95
	00012446	07/08/2013	EPS/School Specialty	ES t. supply	108.90
	00012447	07/08/2013	ESU #1	Powerschool reg	4.50
	00012447	07/08/2013	ESU #1	Powerschool reg	16.50
	00012447	07/08/2013	ESU #1	Powerschool reg	9.00
	00012448	07/08/2013	ESU #8	tech support	3,861.13
	00012449	07/08/2013	First National Bank Omaha	HS Prin, Office, EL Lib, Sped,	23.90
	00012449	07/08/2013	First National Bank Omaha	HS Prin, Office, EL Lib, Sped,	23.91
	00012449	07/08/2013	First National Bank Omaha	HS Prin, Office, EL Lib, Sped,	23.90
	00012449	07/08/2013	First National Bank Omaha	Supt TV, Supt Travel, Tech Tra	243.92
	00012449	07/08/2013	First National Bank Omaha	Supt TV, Supt Travel, Tech Tra	101.99
	00012449	07/08/2013	First National Bank Omaha	Supt TV, Supt Travel, Tech Tra	1,050.00
	00012449	07/08/2013	First National Bank Omaha	Supt TV, Supt Travel, Tech Tra	1,925.00
	00012449	07/08/2013	First National Bank Omaha	Supt TV, Supt Travel, Tech Tra	525.00
	00012449	07/08/2013	First National Bank Omaha	HS Prin, Office, EL Lib, Sped, Car Pack Supp	69.98
	00012449	07/08/2013	First National Bank Omaha	HS Prin, Office, EL Lib, Sped Travel	534.05
	00012450	07/08/2013	Flinn Scientific, Inc.	HS science lab supply	240.09
	00012450	07/08/2013	Flinn Scientific, Inc.	HS science lab	390.17
	00012450	07/08/2013	Flinn Scientific, Inc.	HS t. supply	475.52
	00012450	07/08/2013	Flinn Scientific, Inc.	HS science lab supplies	121.71
	00012450	07/08/2013	Flinn Scientific, Inc.	HS science lab supplies	91.16
	00012450	07/08/2013	Flinn Scientific, Inc.	JH science lab supplies	95.38
	00012451	07/08/2013	Fredrickson Oil Company	service & tire repair	18.00
	00012451	07/08/2013	Fredrickson Oil Company	service & tire repair	16.00
	00012451	07/08/2013	Fredrickson Oil Company	service & tire repair	20.25
	00012452	07/08/2013	Gill Hauling, Inc.	extra container	279.16
	00012453	07/08/2013	Houghton Mifflin Harcourt Publ. Co.	HS science textbooks	21,980.25
	00012453	07/08/2013	Houghton Mifflin Harcourt Publ. Co.	science texts - gr. 3-8	5,051.72
	00012453	07/08/2013	Houghton Mifflin Harcourt Publ. Co.	ES SPED textbooks	1,762.28
	00012453	07/08/2013	Houghton Mifflin Harcourt Publ. Co.	science texts - gr. 3-8	4,226.28
	00012453	07/08/2013	Houghton Mifflin Harcourt Publ. Co.	science texts - gr. 3-8	4,022.24
	00012453	07/08/2013	Houghton Mifflin Harcourt Publ. Co.	science texts - gr. 3-8	35,930.90
	00012454	07/08/2013	HRdirect	office supply	55.73
	00012455	07/08/2013	Independent Living Aids	SPED vision supplies	72.95
	00012456	07/08/2013	Jorgensen Concrete & Construction	EL playground	1,320.00
	00012457	07/08/2013	Learning Zone Xpress	HS FACS supply	172.65
	00012457	07/08/2013	Learning Zone Xpress	HS FACS supply	65.95
	00012458	07/08/2013	Library Video Company	HS t. supply	226.89
	00012458	07/08/2013	Library Video Company	ES libr. DVD's	296.06
	00012458	07/08/2013	Library Video Company	HS t. supply	26.90
	00012459	07/08/2013	McGraw-Hill Companies	HS texts	1,461.46
	00012460	07/08/2013	Misty Bear	NWEA Conf trav Portland	212.65
	00012461	07/08/2013	NASCO	JH equip.	305.00
	00012462	07/08/2013	Nebraskaland Magazine	ES periodical	18.00
	00012463	07/08/2013	Nebraska Link	Dist learn	614.40
	00012464	07/08/2013	Norfolk Daily News	Help wanted	374.99
	00012465	07/08/2013	Nova Fitness Equipment Co.	athl. equip. 7 1/2	211.08
	00012465	07/08/2013	Nova Fitness Equipment Co.	athl. equip. HS	24.00
	00012465	07/08/2013	Nova Fitness Equipment Co.	athl. equip. HS	609.23

# Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
	00012466	07/08/2013	Pac 'n' Save	office supp	15.84
	00012467	07/08/2013	Palos Sports, Inc.	ES PE equip.	982.31
	00012468	07/08/2013	Pearson Education	ES t. supply	536.69
	00012468	07/08/2013	Pearson Education	ES t. supply	1,226.72
	00012469	07/08/2013	Percussion Source	JH band repair	301.45
	00012470	07/08/2013	Pieper, Miller	June Services	625.90
	00012471	07/08/2013	Plank Road Publishing, Inc.	ES music	127.20
	00012472	07/08/2013	Plunkett's Pest Control	Pest control	200.64
	00012473	07/08/2013	Prestwick House	JH t. supply	183.82
	00012473	07/08/2013	Prestwick House	HS t. supply	151.79
	00012474	07/08/2013	Quia	JH t. supply	49.00
	00012475	07/08/2013	Really Good Stuff, Inc.	ES t. supply	200.08
	00012475	07/08/2013	Really Good Stuff, Inc.	ES t. supply	169.60
	00012476	07/08/2013	Rochester 100 Inc.	ES t. supply	115.00
	00012477	07/08/2013	Saddleback Educational Publishing	HS t. supply	290.86
	00012478	07/08/2013	School Specialty/Classroom Direct	ES t. supply	168.12
	00012478	07/08/2013	School Specialty/Classroom Direct	ES t. supply	258.31
	00012479	07/08/2013	Scholastic Inc.	ES t. supply	260.50
	00012480	07/08/2013	School Specialty Inc.	ES t. supply	157.70
	00012480	07/08/2013	School Specialty Inc.	ES princ. office supply	38.95
	00012480	07/08/2013	School Specialty Inc.	JH t. supply	35.53
	00012480	07/08/2013	School Specialty Inc.	ES t. supply	244.29
	00012480	07/08/2013	School Specialty Inc.	JH t. supply	68.93
	00012480	07/08/2013	School Specialty Inc.	ES t. supply	323.40
	00012481	07/08/2013	S.D. 17 Petty Cash Account	sprinkler heads	220.00
	00012482	07/08/2013	Search Institute	ES guidance supply	210.95
	00012483	07/08/2013	Sioux City Journal Communications	Help wanted	29.16
	00012484	07/08/2013	Social Studies School Service	HS t. supply	201.48
	00012484	07/08/2013	Social Studies School Service	HS t. supply	44.74
	00012484	07/08/2013	Social Studies School Service	ES guidance supply	18.95
	00012485	07/08/2013	Softball Fans, Inc.	SB catcher's helmet/athl. equi	106.75
	00012486	07/08/2013	Teacher's Discovery	HS t. supply	144.26
	00012486	07/08/2013	Teacher's Discovery	HS t. supply	241.64
	00012486	07/08/2013	Teacher's Discovery	JH t. supply	52.10
	00012486	07/08/2013	Teacher's Discovery	HS t. supply	8.95
	00012487	07/08/2013	Victory Paddle Inc.	ES princ. office supply	166.77
	00012488	07/08/2013	Volkman Plumbing, Heating & AC, Inc.	install chemical sensor	606.49
	00012488	07/08/2013	Volkman Plumbing, Heating & AC, Inc.	install chemical sensor	1,080.00
	00012489	07/08/2013	Wattier True Value	rent lift	192.00
	00012490	07/08/2013	Wayne Herald/Morning Shopper	Web, Legal, Sped, envelopes <i>ELPrin</i>	313.45
	00012490	07/08/2013	Wayne Herald/Morning Shopper	Web, Legal, Sped, envelopes	100.00
	00012490	07/08/2013	Wayne Herald/Morning Shopper	Web, Legal, Sped, envelopes	88.00
	00012490	07/08/2013	Wayne Herald/Morning Shopper	Web, Legal, Sped, envelopes	329.32
	00012491	07/08/2013	Western Office Technologies	postage meter ribbons	95.95
	00012492	07/08/2013	William V. Macgill & Co.	health supplies	378.10
	00012493	07/08/2013	Woodwind & Brasswind	JH repair	132.00
	00012494	07/08/2013	Zach Oil Company	Dr Ed, Prin, Inserv, Sped, Gro	1,601.44
	00012494	07/08/2013	Zach Oil Company	Dr Ed, Prin, Inserv, Sped, Gro <i>Prin</i>	93.29
	00012494	07/08/2013	Zach Oil Company	Dr Ed, Prin, Inserv, Sped, Gro <i>HS</i>	60.00
	00012494	07/08/2013	Zach Oil Company	Dr Ed, Prin, Inserv, Sped, Gro <i>Grounds</i>	269.46

# Checks for Payment Listing

Direct

Dep.	Check	Check Date	Payable To	Description	Amount
	00012494	07/08/2013	Zach Oil Company	Dr Ed, Prin, Inserv, <u>Sped</u> , Gro	161.81
	00012494	07/08/2013	Zach Oil Company	Dr Ed, Prin, <u>Inserv</u> , Sped, Gro <del>HS</del>	335.46
	00012494	07/08/2013	Zach Oil Company	Track utilities	38.73
<b>01 - GENERAL FUND Totals:</b>					<b>116,914.07</b>
<b>Report Total:</b>					<b>116,914.07</b>



**Roger D. Breed, Ed.D., Commissioner**  
**Scott Swisher, Ed.D., Deputy Commissioner**

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301 Centennial Mall South    Tel: (402) 471-2295  
PO Box 94987    Fax: (402) 471-0117  
Lincoln, NE 68509-4987    Web: [www.education.ne.gov](http://www.education.ne.gov)

June 10, 2013

ADMINISTRATOR  
WAYNE COMMUNITY SCHOOLS (90-0017)  
611 W 7TH ST  
WAYNE, NE 68787

Dear Administrator:

On June 7, 2013, the State Board of Education voted to classify your school system as Accredited for the period of July 1, 2013, through June 30, 2014. This action follows a recommendation of the State Accreditation Committee and is based upon records indicating that your school operated in compliance with the accreditation requirements in Rule 10 (*Regulations and Procedures for the Accreditation of Schools*) for the 2012-13 school year. This action confers upon your school system the legal right to fulfill provisions of the compulsory education law, to promote students, and, in public schools, to draw upon and expend tax funds.

We have appreciated the cooperation you have extended to us during the past year in the continued efforts to provide quality education to Nebraska students.

Sincerely,

A handwritten signature in black ink, appearing to read "Freida Lange", written in a cursive style.

FREIDA LANGE, Administrator  
Accreditation and School Improvement

**DIVIDEND STATEMENT**

EMPLOYERS MUTUAL CASUALTY COMPANY  
OMAHA BRANCH

Policy Number **4H4-43-98---12**

Named Insured  
  
WAYNE PUBLIC SCHOOLS  
611 W 7TH ST  
WAYNE, NE 68787-1715

Producer  
  
NORTHEAST NEBRASKA INSURANCE  
AGENCY INC  
PO BOX 100  
WAYNE, NE 68787-0100

Agent Number: **AB7022 Agency Bill**  
Agent Phone: **402-375-2696**

Policy Period: **12/09/11 to 12/09/12**

Dividend Period: **12/09/11 to 12/09/12**

The dividend calculation for your policy has been completed as shown below:

Paid Losses	\$1,156.82
Open Reserves	<u>68.00</u>
Total Incurred Losses	\$1,224.82
Premium to Determine Loss Ratio	\$26,189.00
Loss Ratio	4.68%
Total Premium Subject to Dividend	\$26,189.00
12% Sliding Scale Dividend	\$3,143.00

**RECEIVED**  
**R JUN 25 2013 D**

NORTHEAST NEBRASKA INSURANCE AGENCY

If you have any questions on the dividend calculation, please contact your agent.

Good morning,

I have a couple of things to add to the Foundation Report if you would like to include them during the meeting Monday:

- We have added two new gym signs: Carhart Lumber and BankFirst are working with Jason at Quality 1 Graphics in creating their gym signs.
- Herman Chiropractic has agreed to be a partial matching donor in the fall during our faculty and staff campaign.

Thanks!  
Lindsay

Have a great 4th of July!

**Policy 5304  
STUDENTS**

**STUDENT DUE PROCESS RIGHTS**

Student complaints and grievances regarding board policy or administrative regulations and other matters should be addressed to the student's specific teacher, activity sponsor or other certified employee, other than the administration, for resolution of the complaint. It is the goal of the board to resolve student complaints at the lowest organizational level.

All students will be afforded due process as guaranteed by constitutional provisions. The process will be in accordance with state law, as well as, with the provisions outlined in the Board's policies and procedures on student suspension and student expulsion. Rules for student conduct and appeal procedures will also be published in the student handbook.

If the complaint cannot be resolved by a certified employee, the student may discuss the matter with the principal within 5 days of the employee's decision. If the matter cannot be resolved by the principal, the student may discuss it with the superintendent within 5 days after speaking with the principal.

If the matter is not satisfactorily resolved by the superintendent, the student may ask to have the matter placed on the board agenda of a regularly scheduled board meeting in compliance with board policy.

First Reading (New Revision): 4-14-2003

Date of Adoption (or Last Revision): 8-18-2003

Related Policies and Regulations:

Legal Reference: Neb. Statute 79-268 et seq.

**Policy 5304**  
**STUDENTS**

**STUDENT DUE PROCESS RIGHTS**

Student complaints and grievances regarding board policy or administrative regulations and other matters should be addressed to the student's specific teacher, activity sponsor or other certified employee, other than the administration, for resolution of the complaint. It is the goal of the board to resolve student complaints at the lowest organizational level. All complaints, responses and decisions will be in writing.

All students will be afforded due process as guaranteed by constitutional provisions. The process will be in accordance with state and federal law, as well as, with the provisions outlined in the Board's policies and procedures on student suspension and student expulsion. Rules for student conduct and appeal procedures will also be published in the student handbook.

If the complaint cannot be resolved by a certified employee, the student may discuss the matter with the principal within 5 days of the employee's decision. If the matter cannot be resolved by the principal, the student may discuss it with the superintendent within 5 days after speaking with the principal.

If the matter is not satisfactorily resolved by the superintendent, the student may ask to have the matter placed on the board agenda of a regularly scheduled board meeting in compliance with board policy.

First Reading (New Revision): June 10, 2013  
Date of Adoption (or Last Revision):  
Related Policies and Regulations:  
Legal Reference: Neb. Statute 79-268 et seq.

**Policy 5002  
Students**

Present  
Policy

**Parent Involvement Policy**

The district's policy is to welcome parental involvement in the education of their children. As a part of this policy, employees are expected to:

1. Provide parents timely information about their child's progress, and more frequent parent contacts where warranted by the student's academic and behavioral needs;
2. Make textbooks, completed tests and other curriculum materials available for review by parents upon request;
3. Permit parents access to their child's records according to law and school policy;
4. Encourage parents to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher, counselor or administrator, provided that such parent attendance be educationally appropriate and not disruptive to the educational program;
5. Assure that testing occurs to assure proper measurement of each child's educational progress and achievement;
6. Permit parents to excuse their child from testing, classroom instruction, and other experiences when possible and educationally appropriate;
7. Notify parents of student surveys in accordance with district policy, obtain parental permission for surveys where required by District policy or law, and allow parents to opt-out of such surveys in accordance with District policy and law; and
8. Encourage parents to express their concerns, share their ideas and advocate for their child's education.

Title I Parental Involvement

In accordance with the No Child Left Behind Act of 2001 relating to parental involvement applicable to parents of children enrolled in Title I programs, parents of Title I children shall be given the opportunity to participate in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

- (A) that parents play an integral role in assisting their child's learning;
- (B) that parents are encouraged to be actively involved in their child's education at school;
- (C) that parents are full partners in their child's education and are included, as appropriate, in decision making and on advisory committees to assist in the education of their child; and
- (D) that the carrying out of other activities, such as those described in the parental involvement policy (above).

First Reading (New Revision): September 13, 2010  
Date of Adoption (or Last Revision): October 11, 2010  
Related Policies and Regulations: Administrative Regulations 5002  
Legal Reference:

**Last Review Date: July 9, 2012**

**ADMINISTRATIVE REGULATIONS 5002  
STUDENTS**

**Wayne Community Schools Expectations  
Title I Student/Parent/Teacher Compact  
“Learning For Life”**

**Students Promise:**

- Return completed school work on time.
- Be at school on time unless I am sick.
- Be responsible for my own behavior
- Try my best at all times
- Respect and cooperate with other students and adults.

**Family Promise**

- Provide a quiet place/time to do schoolwork and encourage my child to complete homework.
- Ensure my child gets adequate sleep and has a healthy diet.
- Make sure my child is at school on time.
- Communicate and work with teachers and staff to support and challenge my child.

**School Promise**

- Teach necessary concepts to your child
- Be aware of the needs of your child.
- Regularly communicate with you on your child’s progress
- Provide a safe, positive learning environment for your child
- Respect the cultural differences of students and their families.

**Signing this demonstrates your willingness and eagerness to participate with us to ensure your child’s success:**

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**(Please return entire page. A copy will be made and sent home.)**

## Policy 5002 Students

### Parent Involvement Policy

The district's policy is to welcome parental involvement in the education of their children. As a part of this policy, employees are expected to:

1. Provide parents timely information about their child's progress, and more frequent parent contacts where warranted by the student's academic and behavioral needs;
2. Make textbooks, completed tests and other curriculum materials available for review by parents upon request;
3. Permit parents access to their child's records according to law and school policy;
4. Encourage parents to attend courses, assemblies, counseling sessions and other instructional activities with prior approval of the proper teacher, counselor or administrator, provided that such parent attendance be educationally appropriate and not disruptive to the educational program;
5. Assure that testing occurs to assure proper measurement of each child's educational progress and achievement;
6. Permit parents to excuse their child from testing, classroom instruction, and other experiences when possible and educationally appropriate;
7. Notify parents of student surveys in accordance with district policy, obtain parental permission for surveys where required by District policy or law, and allow parents to opt-out of such surveys in accordance with District policy and law; and
8. Encourage parents to express their concerns, share their ideas and advocate for their child's education.

#### Title I Parental Involvement

In accordance with the No Child Left Behind Act of 2001 relating to parental involvement applicable to parents of children enrolled in Title I programs, parents of Title I children shall be given the opportunity to participate in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. An annual meeting to which all parents of participating children will be invited. Invitations may take the form of notes sent with students. Additional meetings may be scheduled, based upon need and interest for such meetings.
2. Notification to the parent(s) or guardian(s) of a student's eligibility to participate in the Title I program and assessment information under which the student has qualified.
3. An explanation of the details for the child's participation: type and extent of participation and evaluation of progress.
4. Opportunities for parent training on ways to support children's learning.
5. Communication to parents about student progress to be provided in the language used in the home. Responses to parent concerns will be provided in a timely manner.
6. Opportunities for parent-teacher conferences, in addition to those regularly scheduled by the school district, if requested by the parents or as deemed necessary by the school district staff.

7. Each spring the Title 1 program will assess and review through the consultation with parents, the effectiveness of the program and re-design strategies for improvement. Opportunities will be given to parents to be involved in using these findings to plan, design, and implement the Title 1 program for the following year.

First Reading (New Revision): June 10, 2013

Date of Adoption (or Last Revision):

Related Policies and Regulations: Administrative Regulations 5002

Legal Reference:

**Last Review Date: July 9, 2012**

**ADMINISTRATIVE REGULATIONS 5002**  
**STUDENTS**

**Wayne Community Schools Expectations**  
**Title I Student/Parent/Teacher Compact**  
**“Learning For Life”**

**Students Promise:**

- Return completed school work on time.
- Be at school on time unless I am sick.
- Be responsible for my own behavior
- Try my best at all times
- Respect and cooperate with other students and adults.

**Family Promise**

- Provide a quiet place/time to do schoolwork and encourage my child to complete homework.
- Ensure my child gets adequate sleep and has a healthy diet.
- Make sure my child is at school on time.
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**School Promise**

- Teach necessary concepts to your child
- Be aware of the needs of your child.
- Regularly communicate with you on your child’s progress
- Provide a safe, positive learning environment for your child
- Respect the cultural differences of students and their families.

**Signing this demonstrates your willingness and eagerness to participate with us to ensure your child’s success:**

Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**S&H Tax Service**  
**PO Box 2423**  
**Big Spring, TX 79721-2423**  
**800-829-5702**  
**Tuesday, May 14, 2013**

Rochelle Nelson  
Wayne Schools  
611 W. 7th St.  
Wayne, NE 68787

Dear Rochelle:

I am enclosing enrollment forms and memos to allow your employees to enroll for the 2013-2014 plan year. Please distribute both the memo and the enrollment form to all eligible employees. You will note that the reenrollment memo and enrollment form have a "Due Date" listed at the top, the enrollment form also lists the due date in the waiver information at the bottom. Please look at your schedule and set a due date that allows you time to complete the first payroll after I have entered everyone's annual election.

**The big legislative change this year is that employees may contribute up to \$2,500 per year to cover medical expenses.**

Many employers are now required to report the cost of employer-sponsored health coverage on w-2s. You may have started reporting this in 2012. This requirement is optional for employers who file fewer than 250 w-2s, but required for larger employers. As I read these requirements, I believe that the total premium (employer and pre-tax employee portions) of your health and dental insurance would have to be reported, the vision insurance could be reported. The cost of this insurance is reported in box 12 with a code DD. Check <http://www.irs.gov/newsroom/article/0,,id=257101,00.html> for additional information.

Just a reminder that S&H is required to pay medical expense claims in full as they are submitted. (Daycare and premium accounts are paid on a pay-as-you-go basis.) If an employee submits a claim in September for his/her entire medical expense balance, the entire amount elected must be reimbursed to the employee at that time. In large groups, this claim can be paid through other employees' accounts which have not had claims made and will balance out during the year as the prepaid employee "pays back" out of payroll deductions enough to cover the amount already reimbursed. The risk to the employer is that if the employee quits or is fired prior to the end of the year, the total amount does not get repaid. Typically the employer has saved enough in FICA taxes to cover these claims. The employer can also apply unclaimed funds from other employees to that account, however, there is no guarantee that there will be any unclaimed funds left in the group. Therefore, it becomes VERY important that you notify me as soon as an employee is leaving so that no claims are paid after termination that exceed the amount withheld from the employee's paycheck. If possible, contact me before issuing the final paycheck. If you are subject to COBRA, you may allow employees to cover the balance of their annual election out of their final check, but you cannot require it. If they elect COBRA, they must also be allowed to make claims for the entire year as if they were employed.

The other risk that the employer incurs is a cashflow risk, if a number of large claims are made early in the year and the total group account is unable to cover them, S&H may require the employer to send an additional payment to cover those claims up front rather than through the year through payroll deductions. If you have a very small group, you may wish to pay the entire amount elected at the beginning of the year so that funds will be available to your employees throughout the year. Some employers choose to limit the amount allowed as a medical expense deduction.

My administration fee for 2013-2014 will be \$5.80/employee per month based on a monthly payroll.

If you have questions for me prior to reenrolling your group, please call me.

Sincerely,

Susan S. Holstedt

ACTION TAKEN AND RESOLUTION ADOPTED BY CONSENT  
OF THE BOARD OF DIRECTORS OF  
Wayne Schools

The undersigned, being all of the members of the Board of Directors of Wayne Schools (the "Employer"), hereby adopt the following Resolution and direct that this Resolution be entered in the minute books of the Employer.

WHEREAS, the Employer previously adopted a Code Section 125 plan, also known as a Flexible Spending Account, (the "Plan");

WHEREAS, for plan years beginning after January 1, 2013, Internal Revenue Code Section 125(i) was amended by the Patient Protection and Affordable Care Act of 2010 (the "Act") for purposes of limiting employee contributions to flexible spending accounts to a total of \$2,500.00 (as indexed for inflation) per plan year, per plan participant; and

WHEREAS, the Employer's FlexPlan operates on a plan year from September 1 to August 31, effective September 1, 2013, the Employer desires to amend the Plan as set forth in the attached Amendment to make the mandated changes for employee contributions to the flexible spending account, consistent with the requirements set forth in the Act. NOW, THEREFORE, BE IT RESOLVED that the Board of Directors has hereby reviewed the attached Amendment and does hereby approve the adoption of the Amendment as set forth therein; BE IT FURTHER RESOLVED, that the officers of the Employer are authorized and directed to take any and all action as may be necessary to effectuate this Resolution.

By \_\_\_\_\_ Date \_\_\_\_\_

By \_\_\_\_\_ Date \_\_\_\_\_

**AMENDMENT TO THE  
SECTION 125 PLAN**

This Amendment to the Section 125 Plan (the "Plan") is adopted by Wayne Schools(the "Employer"), effective as of the dates set forth herein.

**NOW, THEREFORE**, effective as set forth below, the Plan is amended as follows:

A. Effective September 1, 2013, the amount of employee contributions that an employee may elect to be deducted from his or her salary and contributed to the medical expense flexible spending account, currently set forth in Section 7.03 of the Plan shall not exceed the total amount of \$2,500.00 (as indexed for inflation) per Plan participant, per plan year.

Wayne Schools

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Policy 2101**  
**ADMINISTRATION**

**Authority and Responsibility of the Superintendent**

The administration of the District in all its aspects, except as otherwise provided by law, is delegated to the Superintendent who shall carry out the executive and administrative functions in accordance with the policies adopted by the Board. The School Board shall establish the Superintendent as CEO of the Wayne Community Schools District 17 annually at the July meeting of the Board of Education.

The execution of all decisions made by the Board shall be delegated to the Superintendent.

First Reading (New Revision): March 11, 2013

Date of Adoption (or Last Revision): April 8, 2013

Related Policies and Regulations:

Legal Reference:

**Last Review Date: July 9, 2012**

**2013-2014 BUDGET AUTHORITY AND ALLOWABLE RESERVE PERCENTAGE CERTIFICATION**

**COUNTY:** WAYNE  
**COUNTY-DISTRICT NUMBER:** 90-0017-000  
**DISTRICT NAME:** WAYNE COMMUNITY SCHOOLS

State Statute requires the Department of Education to certify Budget Authority and an Allowable Reserve Percentage to each school district. This information will be prepopulated in the 2013-2014 Budget Form LC-2 and is listed below. The 2013-2014 Budget Form LC-2 will be available on the NDE Portal on or before July 1, 2013.

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<b>Certified Budget Authority</b>	<b>Budget Based</b>	<b>9,438,699</b>
<b>Allowable Reserve Percentage</b>		<b>35%</b>

---

Certified Budget Authority is the greater of the Budget Based Calculation, the Student Growth Adjustment Calculation, or the Formula Needs Calculation. The method used to calculate Certified Budget Authority for the school district is shown above and the calculations are detailed below.

**Budget Based Calculation:** The Total General Fund Budget of Disbursements and Transfers (GFBE) is reduced by Special Grant Funds (SGF), the Special Education Budget of Disbursements and Transfers (SPED), and General Fund Lid Exclusions (GFLE). The Adjusted General Fund Expenditures are grown by the Basic Allowable Growth Rate (BAGR) of 1.5%.

$$((GFBE - SGF - SPED - GFLE) \times 1.015)$$

**Student Growth Adjustment:** The Total General Fund Budget of Disbursements and Transfers (GFBE) is reduced by Special Grant Funds (SGF), the Special Education Budget of Disbursements and Transfers (SPED), and General Fund Lid Exclusions (GFLE). The Adjusted General Fund Expenditures are grown by the 2013/14 Student Growth Adjustment (SGA) from the 2013/14 State Aid Certification and adjusted by the 2011/12 Student Growth Correction (SGACORR) from the 2013/14 State Aid Certification.

$$((GFBE - SGF - SPED - GFLE) + (SGA + SGACORR))$$

**Formula Needs Calculation:** The 2013/14 Formula Needs (FN) of the school district are increased by 110%. The 2012/13 Special Education Budget of Disbursements and Transfers (SPED) is grown by the Basic Allowable Growth Rate (BAGR) of 1.5%. The increased 2013/14 Formula Needs are then reduced by the Adjusted Special Education Budget of Disbursements and Transfers.

$$((FN \times 1.10) - (SPED \times 1.015))$$

Data components used to calculate Certified Budget Authority may be found at the following website:  
<http://www.education.ne.gov/FOS/SchoolFinance/Budget/Certification.html>

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Any questions about this information or how it is to be used in meeting the budgeting requirements of state law can be directed to School Finance & Organization Services at the Nebraska Department of Education, 301 Centennial Mall South, Box 94987, Lincoln, Nebraska 68509-4987, by calling (402) 471-2248 or by visiting our website at <http://education.ne.gov/FOS/SchoolFinance/Budget/index.html>.

**2013-2014 BUDGET AUTHORITY AND ALLOWABLE RESERVE PERCENTAGE CERTIFICATION**

**COUNTY:** WAYNE  
**COUNTY-DISTRICT NUMBER:** 90-0017-000  
**DISTRICT NAME:** WAYNE COMMUNITY SCHOOLS

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**Access to Prior Year's Unused Budget Authority (ADGROWTH)**

The school district will also be able to access **185,984**.

This amount represents the lesser of 2% of the prior year's adjusted expenditures (2% of Line B-140) or the prior year's Total Unused Budget Authority (Line B-175). To access this additional growth, the school district is required to enter the amount on Line A-355 of the 2013/14 LC-2. The 2013/14 LC-2 will be available on the NDE Portal on or before July 1, 2013.

**75% Board Approved Additional 2% Growth (2%GROWTH)**

The school district will be able to access the Additional 2% Growth printed below after receiving an affirmative vote of 75% of the elected board of education and after receiving approval from the State Board of Education to access the additional 2% growth.

Additional 2% Growth: **182,355**.

**How to Use Certified Budget Authority and the Additional Growth**

Certified Budget Authority (CBA) is the amount a school district will use to begin the budget process. Special Grant Funds (SGF), Special Education Disbursements and Transfers (SPED), Other General Fund Lid Exclusions (GFLE), the additional growth (ADGROWTH) and the additional 2% board approved growth (2%GROWTH) may be added to Certified Budget Authority (CBA) to determine the Total General Fund Budget of Disbursements and Transfers (GFBE). This is the maximum a school district may budget in the General Fund.

$$CBA + SGF + SPED + GFLE + ADGROWTH + 2\%GROWTH = GFBE$$

Data components used to calculate Certified Budget Authority may be found at the following website :  
<http://www.education.ne.gov/FOS/SchoolFinance/Budget/Certification.html>

**Current Situation**

You are currently spending \$2,979 for leases and service agreements (which include the pages on the riso and the color copier as well as Ricoh leased equipment "mono")

**Document System Recommendation**

ITEM	DESCRIPTION	QUANTITY
A5YN011	KONICA BIZHUB 654 B&W COPIER / PRINTER / SCANNER	4
S-7168U	RISO EZ391	1
CF082A#BGJ	HP LASERJET ENT 500 COLOR M551DN 32PPM 1200X1200DPI USB 2.0 ENET 1GB	2
35S0041	LEXMARK M3150 MONOCHROME 50PPM LASER	2
	Return of all leased equipment as needed	

**Specifications**

- 65 Black and White Pages Per Minute – KM 654
- (1 & 2) 500 Sheet Paper Tray, (3) 1500 sheets, (4) 1000 sheets
- Reduction Enlargement Capabilities
- 100 Sheet Single Pass Document Scanners
- Automatic Duplexing
- Network Printing (PCL and PS3) – page scope mobile printing
- Stapling Finisher (50 sheets) and includes 3 hole punch
- Scan to E-Mail/Network Folder

**Managed Account Program (MAP)**

With Marco’s Managed Account Program, all you pay for is the number of prints you produce. The following program includes the **equipment**, **service**, and **supplies** (except staples, paper and network troubleshooting services). The result is a system with the capabilities and features you need—without the administrative headaches. You may also upgrade or downgrade your equipment at any time as your needs change.

- **60 Month MAP ..... \$2,969.00/Month**
- Black and White Prints **included** per Month: 131,000 average monthly volume on KM654
- Black and White Print Overages: \$0.00900 /Print
- Includes 1000 color prints pooled to mps agreement
  - Color Print Overages: \$.11/Print
- Includes 1000 copies on library small mfp pooled to mps agreement
  - Black and White small mfp overage: \$.018
- All other small machine volume moves to large machines for cost effectiveness
- Includes 18,000 average monthly volume from riso machine
  - Black and White Riso overage discounted to \$.0045 per page
  - Riso program does not include ink & masters

## Marco Overview

Established in 1973, Marco is a 100% employee-owned company. We help organizations manage their information by applying network expertise to voice, data, video, and print solutions. We serve customers throughout the Upper Midwest and nationally with offices in Minnesota, Wisconsin, North Dakota, South Dakota, and Iowa.

### Why Marco?

- Providing effective document solutions to customers since 1975
- 340 certified technicians and systems engineers
- Full-time dispatchers and help desk representatives for quick access and response to your service requests
- Color/software specialists providing implementation and training
- Pro-Tech Certified since 2008
- \$1.5 million in parts readily available
- Real-time dispatching with GPS software
- Online service requests, supply orders and access to account history
- Print assessment process to help you assess, plan, measure and manage your organization's printing and document distribution
- Follow-up survey process since 1994 to ensure customer satisfaction / Corrective Action Request Process
- ISO/Lean – Standard Work
- Community Involvement



### Strategic Partners

When you connect with Marco, you benefit from the innovation and resources of our industry leading vendor partners. Together we are committed to helping you connect the right technology to achieve your business goals.

Managed Print  
Advanced



Specialist



KONICA MINOLTA

### Achievements/Awards





Produced & Distributed by Dean Foods.

**Fluid Milk Escalator /De-escalator Clause**  
**2013-2014 School Year**

1.) The attached bid is based on the cost of skim milk and butterfat to include premiums in Federal Order Market 32 for the month of **July 2013**.

Future price adjustments will be predicated on the following escalator/de-escalator formula for fluid milk taking into consideration monthly changes in the cost of skim milk, butterfat, ingredients, over order premiums. Expenses including fuel, energy, packaging and ingredients will also be included in monthly changes and will be communicated as to what these expenses include.

**SKIM MILK:**                      **Price: \$ 13.50 CWT**

- For each \$.10/cwt increase or decrease in the cost of skim milk, prices will adjust respectively as follows on all fat levels.

5 Gallon - .043 per 5 Gallon  
 Gallon - .0086 per Gallon  
 8 oz. - .00054 per 8 oz.

**BUTTERFAT:**                      **Price: \$ 1.6803 per pound**

- For each \$.10 increase or decrease in the cost of butterfat, prices will adjust respectively as follows by various fat levels.

<u>Item</u>	<u>Whole (3.25%)</u>	<u>2%</u>	<u>1%</u>	<u>Fat Free</u>
5 Gallon	.1395/5 Gal	.086/5 Gal	.043/5 Gal	.0045/5 Gal
Gallon	.0279/Gal	.0172/Gal	.0086/Gal	.0009/Gal
8 Oz	.0017/8 Oz	.0011/8 Oz	.0005/8 Oz	.0001/8 Oz

- **Monthly per unit adjustments will reflect a combination of the changes in skim milk and butterfat, and expenses (fuel, packaging, ingredients, resin, energy, etc.).**

This escalator/de-escalator formula applies to all fluid milk items.

**2.) Non Fluid Milk Items**

Prices bid on products other than fluid milk are for one month only, and will automatically renew at the quoted price, unless Dean Foods advises you of our intent to change the price as a result of a significant supplier price change.



# Dean Foods 2013-14 School Milk Bid



## Land O Lakes - Le Mars Office

1345 12th Ave SW

Le Mars, IA 51031



BID MONTH/ SCHOOL YEAR: **JULY 2013-14**

HALF PINT - 8 OZ MILK	Material	Item Number	ESCALATOR PRICE
8 OZ-HALF PINT 2%	PAPER	11044	
8 OZ-HALF PINT 1%	PAPER	11035	\$ 0.197
8 OZ-HALF PINT SKIM	PAPER	11043	\$ 0.192
8 OZ-HALF PINT FF CHOC	PAPER	45837	\$ 0.202
<b>MILK</b>			
GALLON 2%	PLASTIC	11004	
GALLON 1%	PLASTIC	11008	
GALLON FF/SKIM	PLASTIC	11006	
HALF GALLON 2%	PLASTIC	10975	
QUART BUTTERMILK	PAPER	41950	\$ 1.132
PINT TM CHOC	PAPER	50840	
<b>JUICE</b>			
8 OZ-HALF PINT ORANGE JUICE	PAPER	11188	
GALLON ORANGE JUICE	PLASTIC	11181	
HALF GALLON ORANGE JUICE	PLASTIC	11214	
4 FL OZ -100% APPLE JUICE	PORTION CUP	NEW	\$ 0.180
4 FL OZ - 100% ORANGE JUICE	PORTION CUP	NEW	\$ 0.180
4 FL OZ -100% FRUIT PUNCH	PORTION CUP	NEW	\$ 0.180
<b>CULTURE</b>			
5# COTTAGE CHEESE 4%	PLASTIC TUB	11653	
5# COTTAGE CHEESE 2%	PLASTIC TUB	11654	\$ 8.150
5# SOUR CREAM	PLASTIC TUB	11573	
5# LITE SOUR CREAM	PLASTIC TUB	10886	
5# YOGURT	PLASTIC TUB	All	
24 OZ. YOGURT	PLASTIC CUP	All	
6 OZ. YOGURT	PLASTIC CUP	All	
<b>12 FL OZ AND 16 FL OZ VENDING MACHINE OPTIONS</b>			
12 FL OZ ORANGE JUICE	PLASTIC	29134	
12 FL OZ APPLE JUICE	PLASTIC	29135	
12 FL OZ TRUMOO/ GRIP N GO	PLASTIC	ALL FLAVORS BELOW	
<i>Flavors include: Vit D, 2%, Skim, Chocolate Vit D, 2% &amp; 1% and Strawberry!</i>			
12 FL OZ GRIP N GO CHUGS	PLASTIC	All	
<i>Flavors include: Vanilla, Chocolate and Cookies N Cream Shakes.</i>			
<b>SOFT SERVE</b>			
VANILLA 5% SOFT SERVE	PLASTIC	37968	
CHOCOLATE 5% SOFT SERVE	PLASTIC	37969	
<b>ICE CREAM-Dean's Country Fresh Please call for any additional ICE CREAM items we carry!</b>			
4 oz. IC Cups Van-Choc-Straw	STYRO FOAM CUP	43823	
4 oz. Sherbet Orange-Rasp Cups	STYRO FOAM CUP	50410-50411	
4 oz. NSA Van-Choc FF IC Cups	STYRO FOAM CUP	50407-50405	
4 oz. Frosty Van YOGURT Cups	STYRO FOAM CUP	50408	
4 oz. <b>LIGHT</b> Van-Choc-Straw-Choc Sundae-Straw Sundae Cups	STYRO FOAM CUP	50406-50403-50412-50404-50409	
3 oz. Chocolate Éclair Bar	Individually wrapped	45510	
3 oz. Strawberry Shortcake Bar	Individually wrapped	45511	

Wayne Community Schools  
611 West 7th Street  
Wayne, NE 68787

Ship to's:

860407 WAYNE JR/SR HIGH SCHOOL  
860409 WAYNE WEST ELEMENTARY SCHOOL

We Accept



We Decline

The item prices listed on this price sheet for the upcoming school year from **Dean Foods-LeMars/Land O Lakes.**

Please fill in the information below regarding your school, sign and return this sheet via (mail, e-mail or fax) along with any other competitive bids and a school calendar.

**Mail:** mailing address above

**E-Mail:** [debra\\_carlson@deanfoods.com](mailto:debra_carlson@deanfoods.com)

**Fax:** 712-548-5809

Schools Start Date:

Name of Head Cook:

Phone # of Head Cook or Food Service Director:

Signature:

Deliveries days and times to be determined once all bids are received.

Bids include use and refrigeration maintenance of a Dean Foods milk cooler. Driver will place orders.

Land O Lakes will offer a .005 DISCOUNT if you do not need coolers.

BID DOES NOT INCLUDE STRAWS OR DISPENSERS.

Deliveries will be made, in cases of emergencies, like snow, ice and breakdowns unless, traveling is prohibited.

If you have any questions concerning your school milk bid please call Debra Carlson at 712-548-2200 x41113.

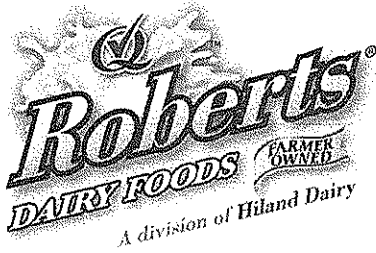
Join our Dean's Team and GO GREEN with us!

Recycle Land O Lakes and Tru Moo paper & plastic cartons.

RECYCLABLE



ONLY WHERE FACILITIES EXIST  
Visit [recycleaction.com](http://recycleaction.com) to see if recyclable in your area



700 East Omaha Ave.  
P.O. Box 1098  
Norfolk, NE 68702

July 2, 2013

Wayne Community Schools  
Attn: Mark Lenihan  
611 West 7<sup>th</sup> St.  
Wayne, NE 68787

Dear Mr. Lenihan:

We are pleased to submit the following bid for dairy products for the school year 2013-14. I have listed below an escalating/de-escalating bid for your 2013-2014 school year consideration. Hiland Dairy would be able to provide the use of three milk coolers. Anticipated days of delivery would be Mondays and Thursdays.

½ pt. Skim FF Chocolate Milk	0.1975
½ pt. 1% White Milk	0.1930
½ pt. Skim FF White Milk	0.1880
½ pt. Skim FF Strawberry Milk	0.1975
Quart Buttermilk	0.9900
5 lb. Cottage Cheese	6.9000

We look forward to hearing from you on the outcome of the bid. Please feel free to call if you have any questions. Thank you for the opportunity to bid.

Sincerely,  
*Darin Loberg*  
Darin Loberg  
Branch Manager  
Office (402) 379-2085  
Fax (402)371-0243  
[dloberg@hilanddairy.com](mailto:dloberg@hilanddairy.com)

The above bid is accepted or denied (circle one), by the Superintendent or Food Service Director. Please submit result by mail or fax.

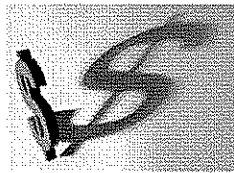
Signature \_\_\_\_\_ Name of School \_\_\_\_\_

Acceptance Date \_\_\_\_\_ First Delivery Date \_\_\_\_\_



Board Development | SchoolFinance

## School Finance and Budget Planning Workshop



The 2013 School Finance and Budget Planning workshop will give you an opportunity to learn from Nebraska school finance experts. This workshop will be presented in three parts.

### Part I - School Finance

*Presenters: Sandy Rosenboom, Business Manager, Crete Public Schools  
Doug Lewis, Assistant Superintendent, Papillion-LaVista Public Schools*

Learn about the most important elements of School Finance including TEEOSA, explanation of equalized and non-equalized status, budget authority and more.

### Part II - Budget Planning

*Presenters: Carl Dietz, Superintendent, Ogallala Public Schools, Matt Fisher, Superintendent, Grand Island Northwest Public Schools  
Marcia Herring, Director of Board Development, NASB*

This presentation will address how the district leadership team works collaboratively to prioritize resources to meet employee obligations, forecasting to meet student achievement goals and a vision for building maintenance and upkeep.

### Part III - Round Table Discussion

*Moderator: Marcia Herring, Director of Board Development, NASB*

Learn from each other. This final part of the School Finance & Budget Planning Workshop allows for board members and administrators to discuss ways to effectively manage declining and/or limited district resources while sustaining growth and improved student achievement.

**Workshop attendance earns 10 Awards of Achievement Points**

## The Agenda

5:15 p.m. - Registration

5:30 p.m. - Dinner

6:00 p.m. - School Finance

7:25 p.m. - Budget Planning

8:15 p.m. - Round Table Discussion

8:45 p.m. - Adjournment

Register now at [www.nasbonline.org](http://www.nasbonline.org)

**Cost: \$85**

*No refunds after registration deadlines*

**July 10 - Gering Civic Center**  
1050 M St., Gering  
*Register by July 3, 2013*

**July 11: Kearney Holiday Inn**  
110 South 2nd Ave., Kearney  
*Register by July 3, 2013*

**July 18: Norfolk Lifelong Center**  
801 East Benjamin Ave., Norfolk  
*Register by July 11, 2013*

**July 23: Cornhusker Marriott**  
333 South 13th St., Lincoln  
*Register by July 16, 2013*

A \$20 processing fee for all cancellations.  
Substitutions encouraged.

Please call 1-800-422-457 if you have any questions or concerns.  
For special dietary needs, contact Zoe McManaman at [zmcmamanaman@nasbonline.org](mailto:zmcmamanaman@nasbonline.org).

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Medicaid Consortium  
Nebraska Liquid Asset Fund  
Negotiation and Information Technology Network  
NJUMP

### Contact Us

Nebraska Association of School Boards, N.P.C.  
1311 Stockwell Street  
Lincoln, NE 68502  
Telephone: (800) 422-4572  
Fax: (402) 423-4861  
Staff Directory