

Board of Education Regular Meeting

6:00 PM

Middle School/High School Media Center
565 Kimmel Street
Osceola, NE 68651-0198

Jennifer Boruch: Present

John Kropatsch: Present

Michael Neujahr: Present

Douglas Rathjen: Present

Tom Schleif: Present

Darin Sterup: Absent

1. Osceola Public Schools Board of Education Information

Notice of this meeting was posted at the Jeffrey Elementary School, Osceola Middle School/High School, Pinnacle Bank of Osceola, and the Osceola Post Office. A copy of the agenda items is tentative and may be changed by the Board if necessary.

2. Opening Procedures

2.1. Call the Meeting to Order

President Schleif called the regular meeting to order at 6:05PM and informed those in attendance that a current copy of the Open Meetings Act is posted in the meeting room, then directed the public to its location.

2.2. Roll Call

Also present was Superintendent Steven Rinehart, MS/HS Principal Dale Maynard, Elementary Principal Brett Webster and Debra Berry.

2.3. Excuse Board Members Who Are Absent

To excuse Darin Sterup Passed with a motion by Jennifer Boruch and a second by Douglas Rathjen.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

3. Approval of Agenda

To approve the agenda as written Passed with a motion by John Kropatsch and a second by Jennifer Boruch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

4. Recognition of Visitors/Communications from the Public

There were no patrons present.

4.1. Demonstration of new interface for HS HVAC system.

There were no patrons present. The demonstration of the new interface for the MS/HS HVAC system was cancelled due to reasons beyond the demonstrator's control.

5. Reports

5.1. Principals Reports

5.1.1. Elementary Report

Elementary Principal/Activities Director Brett Webster gave his written and oral report about: NeSA testing is over; MAPS testing is all most over; the last field trip for the school year is May 10th; the Elementary Track and Field Day is scheduled for Monday, May 16th at 1:00PM; the AR Party is Tuesday, May 17th at the Stromsburg Civic Center; and the last day of school for the Elementary is Wednesday, May 18th. On the Activiitis side: golf and track seasons are almost over; the proposal to move the OHS Track Invite to a Saturday next school year did not work well with the other schools so it will remain on Friday. The Conference Track Meet did very well. A big thank you to all that helped! Distret Track will be Wednesday, May 11th. The Activities Banquet will be held Thursday, May 12th at 6:00PM.

5.1.2. MS/HS Report

MS/HS Principal Dale Maynard gave his written and oral report about: asking for guidance in wearing a different color honor cord for distinction; the Senior Class' Community Cleanup Day is scheduled for May 12th; graduation practice is Thursday, May 12th at 8:30AM; the Osceola FBLA Chapter will be dissolved after this year; Honors Night will be in the evening of the last day of school for the MS/HS; Activities Night will be held in the evening of the Thursday, May 12th. NE Governor ricketts invited Christian Schleif to a luncheon to honr him for his perfiect ACT score. The Omaha World-Herald 2016 All Regional Academic Team selected Christian Schleif for the 2016 West-Central First Team and Cy Cannon for the 2016 West-Central Second Team! Congratulations Christian and Cy for your outstanding academic achievements!

5.2. Superintendent's Report

Superintendent Steve Rinehart gave his written and oral report about: technology upgrades; updates on the 2016-2017 activity sponsors and coaching assignments; Mrs. Waller received a \$500.00 grant to help offset the costs of installing a fenced "green" area for PK to play; Rome Services have started the steam pipe demolition this past week; Midwest Carpeting is tentatively scheduled for May 25th to tear out the carpet that is designated for replacement;

the outside bleacher accomandations will commence the last week of school; andthe NASV School Law Seminar is June 10th in Kearney.

5.3. Board Reports

There were no board reports.

6. Action Items

6.1. Consent Agenda

To approve the consent agenda Passed with a motion by Jennifer Boruch and a second by Douglas Rathjen.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

6.1.1. Approval of the Previous Meeting's Minutes

6.1.2. Treasurer's Report

6.1.3. Payment of general fund claims in the amount of \$318,921.30

6.1.4. Payment of unemployment fund claim of \$129.86

6.1.5. Payment of special building fund claim of \$7,423.00

6.2. Consider, discuss and take all necessary action to approve renewal of nurses contract with Polk County Health Services.

To approve the renewal of Polk County Health Service's nurse's contract for the 2016-2017 school year Passed with a motion by Jennifer Boruch and a second by Michael Neujahr.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

6.3. Consider, discuss and take all necessary action to accept contract from Hilands Dairy.

To accept the Hiland Dairy contract for milk delivery services for the 2016-2017 school year Passed with a motion by John Kropatsch and a second by Jennifer Boruch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

6.4. Consider, discuss and take all necessary action to accept the resignation of para-professional Jackie Kleinschmit.

To accept the resignation of para-professional Jackie Kleinschmit at the end of the 2015-2016 school year Passed with a motion by Douglas Rathjen and a second by John Kropatsch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

6.5. Consider, discuss and take all necessary action to hire Marshe Augustine as Elementary Para-educator for 2016-17 school year.

To hire Marshe' Augustine as an elementary para-educator for the 2016-2017 school year Passed with a motion by Michael Neujahr and a second by Jennifer Boruch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

- 6.6. Consider, discuss and take all necessary action to address lunch prices for the 2016-2017 school year.

To raise the current lunch prices from \$2.55 to \$2.60 for middle/high school students, \$2.35 to \$2.40 for elementary students, and from \$3.30 to \$3.35 for adults; and to raise the current breakfast prices from \$1.55 to \$1.60 for all students and from \$2.05 to \$2.10 for adults

Passed with a motion by Jennifer Boruch and a second by Michael Neujahr.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

- 6.7. Consider, discuss and take all necessary action to set activity prices for the 2016-2017 school year.

To keep current activity prices of \$4/student and \$5/adult for the 2016-17 school to match Crossroad Conference pricing Passed with a motion by Douglas Rathjen and a second by Jennifer Boruch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

- 6.8. Consider, discuss and take all necessary action to amend Personnel Policy 4232 Vacations/Holidays.

To accept amended Personnel Policy #4232 "Vacations/Holidays" for classified staff Passed with a motion by John Kropatsch and a second by Douglas Rathjen.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

- 6.9. Consider, discuss and take all necessary action on hiring Donald Frenzen as Science/Math teacher for 2016-17 school year.

To hire Mr. Donald Frenzen as the Science/Math teacher for the 2016-2017 school year

Passed with a motion by Jennifer Boruch and a second by Michael Neujahr.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

- 6.10. Consider, discuss and take all necessary action to accept resignation of Donald Frenzen as Science/Math teacher at the end of the 2016-17 school year

To accept the resignation of Mr. Donald Frenzen as the Science/Math teacher at the end of the 2016-2017 school year Passed with a motion by Jennifer Boruch and a second by Douglas Rathjen.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

- 6.11. Consider, discuss and take all necessary action on alternative bid from Control Services to add shop, boys and girls locker room HVAC units to control module.

To accept the alternative bid from Control Services to add the shop's, and the boys and girls locker rooms' HVAC units to the control module for \$12,566 Passed with a motion by John

Kropatsch and a second by Jennifer Boruch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

6.12. Consider, discuss and take all necessary action to accept the resignation of Office Assistant Jenna Beringer.

To accept the resignation of Administrative Assistant Jenna Beringer Passed with a motion by Michael Neujahr and a second by John Kropatsch.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

7. Discussion Items

7.1. Discuss purchase of technology upgrades.

Superintendent Rinehart reviewed technology updates with the Board.

8. Next Meeting Dates and Times

8.1. Regular meeting, June 13, 2016, 6:00PM at the Osceola Middle/High School Media Center.

The regular meeting has been rescheduled to Tuesday, June 14, 2016, 6:00PM at the Osceola Middle/High School Media Center.

9. Adjournment

To adjourn the meeting at 7:44PM Passed with a motion by Jennifer Boruch and a second by Michael Neujahr.

Jennifer Boruch: Yea, John Kropatsch: Yea, Michael Neujahr: Yea, Douglas Rathjen: Yea, Tom Schleif: Yea

Board of Education Regular Meeting
April 11, 2016 6:00PM
Middle School/High School Media Center

1. Osceola Public Schools Board of Education Information

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2. Opening Procedures

2.1. Call the Meeting to Order

President Schleif called the regular meeting to order at 6:00PM and informed those in attendance that a current copy of the Open Meetings Act is posted in the meeting room, then directed the public to its location.

2.2. Roll Call

Present Board Members:

Jennifer Boruch	Doug Rathjen
John Kropatsch	Tom Schleif
Mike Neujahr	Darin Sterup

Also present were Superintendent Steven Rinehart, MS/HS Principal Dale Maynard, Elementary Principal Brett Webster and Mrs. Jodie Roberts.

2.3. Excuse Board Members Who Are Absent

No board members were absent.

3. Approval of Agenda

Motion Passed: To approve the agenda as written passed with a motion by John Kropatsch and a second by Jennifer Boruch.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

4. Recognition of Visitors/Communications from the Public

Mrs. Jodie Roberts was in attendance and Board President Tom Schleif presented her a token of the Board's gratitude for her 11 years of service on the Board of Education. Thank you, Mrs. Roberts, for your dedication and service to Osceola Schools and its students.

5. Reports

5.1. Principals Reports

5.1.1. Elementary Report

Principal/Activities Director Brett Webster gave his oral and written report about the progress of NeSA and MAPS testing, and the results of Jump Rope for Heart which resulted in Mr. Nielsen and Principal Webster kissing a pig! There will be no school at the Elementary on Friday, April 15th, due to an English Language Arts work day. Teachers will be traveling to Seward, Crete, and Cross County to investigate different reading series. The "Hit The Books" event for reading goals was achieved by 88% of the Elementary. There are some changes to "Kindergarten Roundup" with Pre-School registration and a Kindergarten Parent Meeting held the night of April 21st. The actual Kindergarten day for preschool kids will be on April 22nd. The Elementary Track and Field Day is set for Monday, May 16th, at 1:00PM.

In Activities: Golf and Track seasons are going well. Next year, the OHS Track Invite will be scheduled on a Saturday. Conference Track will be here on April 30th - a big thanks to the large number of volunteers set to help at the meet. The Speech Team placed 4th at State, and Cy Cannon was a 2-time defending state champion in Informative and Persuasive Speaking! Mr. Webster presented the Eagle Eye Pro Timing System and HyTec software for track.

5.1.2. MS/HS Principal Report

Principal Dale Maynard gave his written and oral report about State FFA and State FBLA being held last week. NHS's induction was today, Monday, April 11th. NeSA testing is taking place. The Autism Conference (ASD) in Omaha was attended by Kim Green, RaNae Turek, Dale Maynard and Donavon Jones. Donovan gave a presentation at the conference and did a wonderful job! The Region V Youth Action Board is sponsoring students to go to the Red and White Game. There has been a request for early graduation from a student. A foreign exchange student is expected next school year. The handbooks will be online starting next month. Also with the new hire in place, there is a possibility of MS Spanish for next year's schedule.

5.2. Superintendent's Report

Superintendent Steve Rinehart gave his oral and written report about the resignation of Craig Ford at the end of 2015-16 school year, and the hiring of Jenna Christensen as the new school counselor for the 2016-2017 school year upon the release of Lisa Boucher from her counseling contract for the 2016-2017 school year. The optional student insurance will be through Pinnacle Agency, and the school's catastrophic insurance will be through Zurich Insurance. Superintendent Rinehart also discussed the classified staff salary increases for the 2016-2017 school year; the hiring of summertime custodial help as needed; extra duty assignments; the World Strides trip; adding new padding in the gym; the passage of LB 959 and other legislation; and upholding NSAA's decision on transgender participation. A law seminar for the Board is scheduled June 9th and 10th in Kearney.

5.3. Board Reports

There were no Board Reports

6. Action Items

6.1. Consent Agenda

Motion Passed: To approve the consent agenda as written less the treasurer's report passed with a motion by Darin Sterup and a second by Jennifer Boruch.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

The treasurer's report was not completed prior to the meeting due to complications.

6.1.1. Approval of the Previous Meeting's Minutes

6.1.2. Treasurer's Report

6.1.3. Payment of general fund claims in the amount of \$312,515.82

6.1.4. Payment of special building fund claim of \$4,760.00

6.2. Consider, discuss and take all necessary action on resignation of Craig Ford as Science/Technology Instructor effective at the end of the 2015-2016 school year.

Motion Passed: To accept the resignation of Craig Ford as Science/Technology Instructor effective at the end of the 2015-16 school year passed with a motion by Jennifer Boruch and a second by Doug Rathjen.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

6.3. Consider, discuss and take all necessary action on hiring Jenna Christensen as the new School Counselor for 2016-2017.

Motion Passed: To hire Jenna Christensen as the new School Counselor for the 2016-2017 school year passed with a motion by Darin Sterup and a second by Mike Neujahr.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

Ms. Christensen has a daughter who will be a junior at Osceola next year. They will be looking for housing here in Osceola. Welcome to Osceola Public Schools and the Osceola community!

6.4. Consider, discuss and take all necessary action on releasing Mrs. Lisa Boucher from her School Counseling contract for 2016-17.

Motion Passed: To release Mrs. Lisa Boucher from her School counseling contract for the 2016-2017 school year passed with a motion by Doug Rathjen and a second by Jennifer Boruch.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

6.5. Consider, discuss and take all necessary action to approve student accident and catastrophic insurance policies.

Motion Passed: To approve student accident and catastrophic insurance policies passed with a motion by John Kropatsch and a second by Mike Neujahr.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

6.6. Consider, discuss and take all necessary action on setting classified staff salaries for 2016-17 school year.

Motion Passed: To increase classified staff wages as proposed for the 2016-2017 school year passed with a motion by Jennifer Boruch and a second by Doug Rathjen.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

6.7. Consider, discuss and take all necessary action on hiring summer custodial help.

Motion Passed: To hire one summer custodial person to help with maintenance and cleaning passed with a motion by Doug Rathjen and a second by Mike Neujahr.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

7. Discussion Items

7.1. Discuss possible coaching/sponsor assignments.

Not all extra-duty assignments are known at this time due to retirements, but the extra-duty assignments known for the 2016-2017 school year were presented and discussed.

7.2. Discuss World Strides trip.

The timing of the World Strides trip for the 2016-2017 school year was discussed. The Administration will discourage trips that conflict with events that Osceola hosts.

8. Next Meeting Dates and Times

8.1. Regular meeting, May 9th, 2016, 6:00PM at the Osceola Middle/High School Media Center.

9. Adjournment

Motion Passed: To adjourn meeting at 8:17PM passed with a motion by Mike Neujahr and a second by Darin Sterup.

Jennifer Boruch	Yes	Doug Rathjen	Yes
John Kropatsch	Yes	Tom Schleif	Yes
Mike Neujahr	Yes	Darin Sterup	Yes

Respectfully submitted,
Steven A. Rinehart, Acting Secretary

Board Report – Monthly**GENERAL FUND**

Posted - During Check Cycle; Fund Number 01; Processing Month 05/2016

<u>Check #</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Total</u>
29531	AXIS CAPITAL, INC.	COPIER LEASE	189.23
29532	BIRCH TELECOM	LONG DISTANCE SERVICE	21.10
29533	BIRCH TELECOM	LONG DISTANCE SERVICE	54.66
29534	CDW COMPUTER CENTERS, INC	FLASH DRIVE	6.74
29535	CENTRAL NEBRASKA REHABILITATION SERVICES	PT/OT SERVICES	2,379.00
29536	CITY OF OSCEOLA	WATER/SEWER/COMPACTOR	1,188.75
29537	CONTINUUM RETAIL ENERGY SERVICES, LLC	NATURAL GAS	2,567.18
29538	ELECTRICAL ENGINEERING & EQUIPMENT CO.	LIGHT BULBS	335.72
29539	ESSENTIAL SCREENS	BACKGROUND CHECKS	64.00
29541	ESU #7 SPECIAL EDUCATION DEPT	SPED SERVICES	6,948.83
29540	ESU #7	PEDESTAL SERVER	3,161.50
29542	FATHER FLANAGAN'S BOYS' HOME	EDUCATION SERVICES	7,423.38
29543	FRONTIER COOPERATIVE COMPANY	FUEL	1,793.27
29544	GARRATT CALLAHAN COMPANY	WATER TREATMENT SUPPLIES	750.00
29545	GLUNZ, BRENDA	PSYCHOLOGIST SERVICES	4,516.70
29546	GREEN, KIMBERLY	MILEAGE REIMBURSEMENT	88.78
29547	J.W. PEPPER & SON, INC.	MUSIC	19.99
29548	JACKSON SERVICES, INC.	RUG SERVICE	261.34
29549	JONES, JEFF	COMPUTER CONSULTING AND REPAIRS	3,200.00
29550	JOSTENS, INC.	DIPLOMAS	299.24
29551	KENT JOHANSEN REPAIR	VENT CAPS FOR OLD GYM	120.00
29552	MATHESON TRI-GAS, INC.	SUPPLIES	352.14
29553	MENARDS	EQUIPMENT	224.07
29554	MID-AMERICAN RESEARCH CHEMICAL	SUPPLIES	917.25
29555	MIDWEST TECHNOLOGY PRODUCTS	SUPPLIES	25.74
29556	NELSON, BARTLEY	LAWN SERVICE	904.50
29557	OFFICENET, INC.	COPIER/FAX MACHINE & COPIER LEASE	1,766.18
29558	OPTUMHEALTH	FLEX PLAN FUNDING	150.00
29559	OSCEOLA IMPLEMENT & SUPPLY, INC.	REPAIRS/PARTS/SERVICE	272.03
29560	OSCEOLA TIRE AND SERVICE, LLC	MOWER TIRE	34.50
29561	OSTMEYER LAWN SERVICE	CLEAN-UP OF LANDSCAPING	100.00
29562	PERRY GUTHERY HAASE GESSFORD	LEGAL SERVICES	232.50
29563	POLK COUNTY HEALTH DEPARTMENT	NURSING SERVICES	802.50
29564	POLK COUNTY NEWS	PRINTING	193.30
29565	POLK COUNTY RPPD	ELECTRICITY	12,293.34
29566	PRESTO-X	PEST CONTROL	81.96
29567	QUILL.COM	SUPPLIES	399.51

Board Report - Monthly

Posted - During Check Cycle; Fund Number 01; Processing Month 05/2016

<u>Check #</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Total</u>
29568	SCHOOL SPECIALTY, INC	SUPPLIES	1,059.28
29569	STAPLES ADVANTAGE	SUPPLIES	2,013.22
29571	SupplyWorks	PARTS FOR HVAC UNIT	151.93
29572	TONNIGES CHEVROLET, INC.	PARTS/LABOR/REPAIRS	226.03
29573	TRUCK CENTER COMPANIES	PARTS/LABOR/REPAIRS	1,060.02
29574	VERIZON WIRELESS	CELL SERVICE	37.50
29575	WINDSTREAM	DISTANCE LEARNING SERVICE	25.52
29576	WINDSTREAM	DISTANCE LEARNING - STATE	<u>465.00</u>
Checking Account Total:			59,177.43

<u>Checking</u>			
356	MAIL FINANCE	1	POSTAGE METER LEASE 84.00
355	MG TRUST COMPANY		TSA PAYABLE 350.00
354	OPTUMHEALTH		FLEX PLAN FUNDING <u>686.08</u>
Checking Account Total:			1,120.08

<u>Checking</u>			
1669	CITY OF OSCEOLA	4	WATER/SEWER/COMPACTOR 1,100.48
1675	ESSENTIAL SCREENS		BACKGROUND CHECKS 167.00
1673	FARM BUREAU FINANCIAL SERVICES		TERM LIFE INSURANCE 25.47
1670	OMAHA WORLD-HERALD, THE		HELP WANTED ADS 375.00
1677	OSCEOLA FOOD MART		SUPPLIES 5.18
1674	POLK COUNTY HEALTH DEPARTMENT		NURSING SERVICES 697.50
1678	POSTMASTER		NEWSLETTER POSTAGE 79.23
1672	WINDSTREAM		TELEPHONE SERVICE 77.28
1671	WINDSTREAM		TELEPHONE SERVICE <u>228.93</u>
Checking Account Total:			2,756.07
TOTAL CHECKS & PREPAIDS			<u>63,053.58</u>
TOTAL PAYROLL			<u>255,867.72</u>
GRAND TOTAL			<u>318,921.30</u>

Board Report - Monthly

UNEMPLOYMENT FUND

Prepaid Check; Fund Number 03

<u>Check #</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Total</u>
105	NEBRASKA UNEMPLOYMENT FUND	UNEMPLOYMENT BENEFITS	<u>129.86</u>
GRAND TOTAL:			<u>129.86</u>

Board Report - Monthly

SPECIAL BUILDING

Prepaid Check; Fund Number 08; Processing Month 05/2016

<u>Check #</u>	<u>Vendor Name</u>	<u>Description</u>	<u>Check Total</u>
1355	BORUCH MASONRY CONSTRUCTION, LLC	LABOR/MATERIALS	<u>7,423.00</u>
GRAND TOTAL:			<u>7,423.00</u>

April 18,2016

Mr. Steve Rinehart

This is to inform you that I will not be coming back as a para next school year. The year 2015-2016 will be my last year here. We are expecting to move in the summer.

Thank you for the opportunity allowing me to work for Osceola Public School District. I truly enjoyed my time here.

Yours

Jackie Kleinschmit