

**Wakefield Community School  
Board of Education Regular Meeting  
Monday, March 12, 2018 7:00 PM**

The Board of Education Regular Meeting convened in open and public session on Monday, March 12, 2018 at 7:00 PM in the Board of Education Room at the Boardroom  
802 Highland Street  
Wakefield, NE 68784.

President Brown informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

**ATTENDANCE TAKEN AT 7:00 PM:**

**Present:** Mrs. Karen Borg, Bree Brown, Arianne Conley, Mr. Ben Donner, Shannon Johnson, Mark Victor. Present: 6.

Opening Procedures

Call to Order

Open Meetings Act

Roll Call

Excuse Board Member Absences

Approval of Agenda

Motion to approve the agenda. This motion, made by Mr. Ben Donner and seconded by Bree Brown, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Awards and Special Recognition

Recognition of Visitors/Communication from the Public

WEA

Reports

Administrators

Elementary Principal Report

Secondary Principal Report

Superintendent Report

Board Committee Reports

Board Policy

Building, Sites & Transportation

Business & Finance

Curriculum, Americanism & Technology

Public & Personnel Relations

School Improvement & Strategic Planning

Discussion and Action Items

Consent Agenda

Motion to approve the Consent Agenda. This motion, made by Mr. Ben Donner and seconded by Arianne Conley, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Minutes of the previous meeting

Financial Reports

Discuss and take appropriate action on Mrs. Sarah Rusks resignation.

Move to accept the resignation of Mrs. Sarah Rusk effective the end of the school year. This motion, made by Shannon Johnson and seconded by Bree Brown, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on option enrollment request by Mrs. Carla Bokemper for her two minor children to attend Wakfield Community School for the 2018-19 school year.

Move to approve the option enrollment of Mrs. Carla Bokemper's two minor childrent for the 2018-19 school year. This motion, made by Mark Victor and seconded by Shannon Johnson, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on the 2018-2019 Negotiated Agreement.

Move to approve the 2018-19 Negotiated Agreement. This motion, made by Bree Brown and seconded by Mrs. Karen Borg, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on the ESU #1 Service Contract for 2018-19.

Move to approve the 2018-19 ESU #1 Service Contract. This motion, made by Bree Brown and seconded by Shannon Johnson, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on the drivers education tuition for 2018.

Move to approve the rate of \$240 for full priced and \$140 for reduce price and \$280 for out-of-district students for drivers education tuition. This motion, made by Arianne Conley and seconded by Mr. Ben Donner, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on the 6000 policy review.

Move to approve the 6000 policy review and recommended revisions. This motion, made by Arianne Conley and seconded by Mr. Ben Donner, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

#### Upcoming Dates and Times

Set the date and time for the next regular meeting

#### Adjournment

Motion to adjourn the meeting at 9:20. This motion, made by Mr. Ben Donner and seconded by Bree Brown, Passed.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

# Wakefield Elementary School

2017-2018

Grade	Total	SPED/504	EL/Migrant	< than 2 years
PK (3)	30	2	TBD	TBD
PK (4)	36	4	TBD	TBD
Kindergarten	34	5	19	6
1st Grade	43	10	17	4
2nd Grade	34	6	13	4
3rd Grade	34	2	11	3
4th Grade	39	4	11	6
5th Grade	27	3	7	6
6th Grade	33	3	6	4
Totals:	310	39	84	

# Curriculum-Tier I (All students)

## Reading/English Language Arts

- K-3 Guided Reading (Small group approach)
- 4-6 Departmentalized in all content areas (Guided Reading, Writing, Language Arts)
- Fountas and Pinnell Guided Reading with appropriately leveled books from Scholastic
- Leveled text from Reading A to Z
- Teacher created resources
- *Treasures* (current reading series)

# Curriculum-Tier I (All student)

## Mathematics

- K-3 Small group instruction/rotations
- IXL (K-6) recommended daily for all students
- Teacher created resources
- *enVisions* (current textbook series)

# Curriculum-Tier I (All students)

## Science

- Pearson *Interactive Science (K-6)*
- IXL (3rd-6th)
- Teacher designed resources/units

## Social Studies

- Pearson *My World (K-6)*
- Teacher designed resources/units

# Curriculum-Tier II (Targeted students)

## Reading/English Language Arts

- Fountas and Pinnell Leveled Literacy Intervention (LLI)
- “Double-dipped” reading groups
- *Reading Mastery*
- *Sound Partners, Sound Partners Plus, Sound Partners Kindergarten*
- *Read Naturally*
- *Targeted tutoring*

# Curriculum-Tier II (Targeted students)

## Mathematics

- “Double dipping” math rotations
- Increased IXL practice
- *FasTT Math* (pilot in 3rd grade)
- *Reflex Math* (pilot in 2nd grade)
- Targeted tutoring

# Curriculum-Tier III (Specialized Instruction)

All content areas or eligible students who need “specialized instruction.”

- Special Education (inclusive/pull-out services)
- EL (inclusive/pull-out services)
- Typically utilizing core curriculum with appropriate accommodations/modifications
- Many Tier II interventions are implemented in Tier III
- Students who receive Tier III supports have at least 2 teacher directed rotations in reading or math
- Currently we do not have any students who have a completely alternate curriculum

# Problem Solving

- If a student is struggling in the classroom based on teacher observation or documentation on daily work/assignments. Teachers must first implement supplemental interventions to see if the student responds to progress. Classroom teachers must notify parents of student concerns early.
- If the student needs additional supports they can be referred to the Student Assistance Team to determine Tier II interventions to see if students respond to interventions or make progress.
- Failure to respond to interventions may result in modification of the intervention or a referral for a comprehensive evaluation.

## Elementary Principal Report

Board of Education

March 2018

### **Goal #1: Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21<sup>st</sup> Century learning for all students.**

- Kindergarten Orientation will be on March 16th for incoming kindergarteners. During this time, Mrs. Jech and Mrs. Steinman will meet the students and complete various assessments with them including the Woodcock Munoz to determine eligible for the English Learner program.
- 3rd-6th grade teachers have set up the spring NSCAS assessment schedule and are currently working on identifying testing groups/accommodations that are needed for the test. In order for students to access any accommodations on the state test, they must have access to it during day to day instruction.
- Teachers have been looking at the training documents provided by NDE and talking about the test with students. In addition, all students in grades 3-6 will take the practice test and tutorials over the next few weeks.
- All staff members are currently in the process of aligning our science curriculum. Teachers have spent time looking at the new standards to identify overlaps and gaps. Teachers will soon select one or two units from the sample textbooks series that we have gotten and then make a decision about what series they would like to use.
- We continue to meet in our Family Groups on a bi-weekly basis for about 20-25 minutes. During this time, the classroom teacher presents a lesson on a social skill of the month. The teachers have access to a curriculum design/lesson and can chose what lesson they want to use.

### **Goal #3: Wakefield Community School will facilitate communication with staff, parents, patrons and students.**

- We had our annual One Book, One School activity during late February. This year the committee decided to show the movie as opposed to having a game night. We had about 150 participants.
- We had 94% of parents attend conferences this spring.
- On March 2nd, Wakefield Elementary and Wayne State College held a Dr. Seuss celebration. There was an assembly and WSC students planned various activities in the classroom.

- Be sure to check out Facebook for elementary information. We have increased the amount of times that we use the Blackboard Connect program. We typically will do a text or email message when sending notes out to parents.

**Wakefield Community School  
Board of Education  
High School Principal Report  
March 2018**

**Goal #1: Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21<sup>st</sup> Century learning for all students.**

- On March 16, we will have a 7-12 student assembly. The program has a multilayer approach with video, audience participation and powerful story telling. The program has a “right choices” piece as it relates to substance abuse, but as of late, they have put their focus on social anxiety, respect and dignity. Emerson-Hubbard 7-12 students will be joining us for the assembly.
- All juniors took ACT Practice test on March 6, and the actual ACT test is set for April 3. Mrs. Harding and I, and two teachers, will monitor the test, and it will take place at the Legion Hall. The practice test is timed and has the same number of questions and same time limits as the actual test. If a student should happen to be absent on test day, we can administer the make-up test online. Juniors will be dismissed following the test on both days.
- The window for NSCAS (formerly NeSA) tests will be open March 19 through April 27. Practice tests are being administered. These tests are for grades 3-8 only. Grades 3-8 take NSCAS ELA and Math, and grades 5 and 8 take NSCAS Science.
- The administrators are planning a Lockdown-No Response Drill in April. Several local law enforcement officials will be participating, and area administrators have been invited to observe as well. The drill will include a lockdown, controlled evacuation to the off-site locations, and a mock parent reunification. The drill is tentatively set for April 13.

**Goal #3: Wakefield Community School will facilitate communication with staff, parents, patrons and students.**

- Pre-registration is complete, and students will be plugged in to a rough draft schedule starting very soon. Richard James, our PowerSchool contact, will spend time with us later this month.
- Our annual orientation meetings for students and parents of incoming 7<sup>th</sup> graders and incoming 9<sup>th</sup> graders will take place on April 30. 9<sup>th</sup> grade orientation will be at 6:00, and 7<sup>th</sup> grade orientation will be at 7:00. The incoming 7<sup>th</sup> graders (and parents) will hear a brief presentation about our Random Drug Testing policy, as well as our athlete-parent meetings.
- Enrollment Projections for 2018-2019:

Grade Level	Number
7 <sup>th</sup> grade	33
8 <sup>th</sup> grade	37
9 <sup>th</sup> grade	30
10 <sup>th</sup> grade	46
11 <sup>th</sup> grade	31
12 <sup>th</sup> grade	24
<b>Total</b>	<b>201</b>

**Wakefield Community School  
Board of Education  
High School Principal Report  
March 2018**

**Miscellaneous**

- Track has 46 participants this year (30 boys, 16 girls). Golf has 15 participants.
- District Speech is March 14 in Hartington. If we have members qualify for state, we will likely hold a pep rally and performance for the student body during the day on March 22.
- “The Big Show” (Wakefield Art Show) is Wednesday, March 21.
- Five students received NSAA Academic All-State recognition for winter activities. Jessica Borg, Jamie Dolph, and Solomon Peitz were chosen for Basketball, Ben Chase for Wrestling, and Zoe Conley for Speech.

## CORE CURRICULUM REQUIREMENTS AND OFFERINGS

*Jr. high classes in italics*

### DEMOGRAPHICS

2017-18	7th	8th	9th	10th	11th	12th
<b>TOTAL</b>	<b>37</b>	<b>30</b>	<b>46</b>	<b>31</b>	<b>24</b>	<b>39</b>
ELL	17	8	9	1	3	6
ELL "newcomers" ( < 3 yrs)	11	8	6	1	2	4
SPED	1	3	3	4	3	2

### ENGLISH LANGUAGE ARTS (4 years English, 1 semester of speech required)

*English 7*

*English 8*

*Reading (1 semester in 7th grade, 1 semester in 8th grade)*

*Writing (1 quarter in 7th grade, 1 quarter in 8th grade)*

English 9 (Survey course)

English 10 (Survey course)

English 11 (American Literature)

English 12 (British Literature)

English Composition (Dual Credit, 1 semester)

Fundamentals of Communication (Dual Credit, 1 semester)

Speech (1 semester)

Writing (1 semester)

College online or DL classes

### ENGLISH INTERVENTIONS

Trojan Time Reading groups (targeted by reading level), IXL, after-school help with teachers

**MATH (3 years required)**

*Math 7*

*(Math 8)*

*Pre-Algebra (8th or 9th grade)*

Algebra

Geometry

Integrated Algebra (Algebra skills integrated with basic geometry and problem solving)

Algebra II

Advanced Math

Calculus (Distance Learning “DL”)

College online classes

**MATH INTERVENTIONS**

IXL, peer tutoring, after-school help with teachers

**SCIENCE (3 years required, including Earth Science and Biology)**

*Science 7 (Life Science)*

*Science 8 (Physical Science)*

Earth Science

Biology

Physical/Space Science

Chemistry

Physics

Anatomy and Physiology

Integrated Science (Adv. Bio, Chem, Physics, Anatomy)

College online or DL classes

**SCIENCE INTERVENTIONS**

Tutor/Study sessions with teachers, after-school help with teachers

### **SOCIAL STUDIES (3 years required)**

*Social Studies 7 (Geography)*

*Social Studies 8 (American History)*

Geography (1 semester)

Economics (1 semester)

World History

American History

American Government

Psychology

College online or DL classes

### **NEWCOMERS (New to the country, ages 14-18, no English, little/no formal education)**

Year 1 (usually 7th or 8th grade)

ESL Social Studies (Am. Gov't/Civics, World History)

ESL Math (money, fractions, adding/subtracting, multiplication, measurement, shapes)

ESL Reading

ESL Science (Life, Earth, Physical, Human body, animals)

ESL English (2 periods; includes Rosetta Stone)

ESL assistance period (during Trojan Time and 1 other class period)

PE class

Year 2 or Year 3 (usually 8th or 9th grade)

ESL Math or Math 8 or Pre-Algebra (w/ ELL supports as needed)

ESL Social Studies or Geography or Social Studies 8 (w/ ELL supports as needed)

PE class

FCS class (w/ ELL supports as needed)

Art class

Intro to Tech and/or Info Tech (w/ ELL supports as needed)

ESL English (Vocab, IXL, sentence/paragraph structure, sentence mastery, includes Rosetta Stone) OR English 8, 9 or 10 (w/ ELL supports as needed)

ESL Science or Science 7, 8, or 9 (w/ ELL supports as needed)

Elementary Aide, reading partners

Spanish I

### **INTERVENTIONS available to all students, as needed**

Trojan Time help with teachers (targeted on Wednesdays)

After School Program; Targeted on early-dismissal days

After school help with teachers

## Superintendent's Report

March 12, 2018

- 1. Goal #1:** Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21<sup>st</sup> Century learning for all students. (Curriculum, Americanism & Technology)
  - a.** The reVision process for Career & Technical Education is scheduled for the last week of March. The Wakefield CTE team will meet on Tuesday to discuss desired outcomes for the reVision process. I am hoping to move toward a career academy type of format with greater career experiences including job shadowing and work study opportunities for our students.
  - b.** Mr. Mike Pattee contacted me last week desiring to continue discussions regarding girls volleyball and basketball cooperative agreement. The Allen Consolidated Board of Education desires to have another board committee meeting consisting of three board members from each district and Superintendents to discuss a cooperative agreement. Two dates have been suggested March 14 or 15<sup>th</sup> at 5:30 pm at the Wakefield BOE room. I would suggest that a special committee be appointed and select a date for the meeting. The Allen board has not officially asked for a cooperative agreement.
  
- 2. Goal #2:** Wakefield Community School will make an efficient use of all resources. (Business & Finance)
  - a.** The budget for March reflects that the district is 7.88% under budget for the year. Local General Fund tax receipts in February as \$440,666. This month the budget reflects 56.36% is unencumbered compared to 55.73% unencumbered the previous year. Fund balances as of March 1, 2018 are: General Fund \$1,137,412; Lunch Fund \$135,498; Bond Fund \$38,597; Depreciation Fund \$626,175; Employee Benefit Fund \$25,946; Special Building Fund \$626,599; Qualified Capital Purchase Undertaking Fund (QCPUF) \$95,999 and Interim Fund is \$4,368. Total unencumbered funds all funds is \$2,689,018.
  - b.** Mr. Chris Hardy from ENEL Green Power North America, met with me this week to discuss the wind energy farm construction by Allen. He is the company's community relations manager. He sought information regarding the school and expressed their desire to help the district with STEM curricular activities and provide career education opportunities for our students. The company is interested in creating a positive relationship with Wakefield Community Schools.

**3. Goal #3:** Wakefield Community School will facilitate communication with staff, parents, patrons, and students (Public and Personnel Relations)

- a. The School Wellness Team met making some recommendations for upcoming wellness activities. The team is planning to participate in the spring walk activity with students and staff. They would like to encourage fruit to be given to students participating in the walk to school activity and possibly following the main street mile. The Wellness Team expressed praise for the expanded salad bar items for students at lunchtime.

The team also suggests greater use of Gatorade G2 in the school vending machine for students. They also asked that if the administration could examine expanding the lunch times to allow adequate eating and meal times. What might be done to get ½ hour daily of Physical education time at the 4 – 6<sup>th</sup> grade level within the schedule

- b. Three individuals have filed for the three positions on the Wakefield School Board. Candidates are: Mrs. Bree Brown (incumbent), Mr. Jeff Keagle and Mrs. Sherri Lundahl. Since there is no contested race, candidates will receive a “certificate of nomination,” forwarding them to the general ballot in November 2018.

**4. Miscellaneous**

- a. Just a reminder that we will be having a poverty simulation utilizing Ruby Payne’s “A Framework for Understanding Poverty,” during the March 19, 2018 early out with all Wakefield staff. The poverty simulation is being conducted by the UNL Extension Service and will last approximately 2 ½ hours
- b. NASB is holding Spring Legal Workshops for board members at ESU #2 in Fremont on March 21<sup>st</sup>. The program begins at 5:15 pm. If you are interested in attending please let Becky or myself know. The legal topics are due process hearings and board member roles in a grievance or appeal process.
- c. Last Tuesday’s snow storm has added an additional day to make-up. The teachers are making up the time with two days of work time outside of school plus tomorrow’s in-service day. We are okay at this point with student contact time.

**WAKEFIELD COMMUNITY SCHOOL  
BOARD OF EDUCATION REGULAR MEETING  
THURSDAY, FEBRUARY 8, 2018 7:00 PM**

The Board of Education Regular Meeting convened in open and public session on February 8, 2018 at 7:00 PM in the Board of Education Room at the Wakefield Community Schools, 802 Highland Street, Wakefield, NE.

President Borg informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

**ATTENDANCE TAKEN AT 7:00 PM:**

Present Board Members: Karen Borg, Bree Brown, Arianne Conley, Ben Donner, Shannon Johnson, and Mark Victor

Absent Board Member: None

Present: 6, Absent: 0.

Also in attendance: Superintendent Bejot, Secondary Principal Heitz, Elementary Principal Wulf, Recording Secretary Gothier.

**APPROVAL OF AGENDA**

Motion to approve the agenda passed with a motion by Donner and seconded by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**REPORTS**

**ELEMENTARY PRINCIPAL REPORT**

- Our annual 1B1S event will begin in mid-late February. This year's book is *Pippi Longstocking* by Astrid Lindgren. There will be a showing of the movie on February 27, 2018 for students and parents. We strongly suggest that parents and students attend this movie together as a family activity. The movie will be from 4:00-6:00.
- We have begun to look at kindergarten and pre-school registration to make some minor changes to how we currently do it. We no longer have a typical round-up due to most of our students go to preschool here. The day is spent gather data and completing activities designed by the kindergarten teachers.
- We continue to meet in our Family Groups on a bi-weekly basis for about 20-25 minutes. During this time, the classroom teacher presents a lesson on a social skill of the month. The teachers have access to a curriculum design/lesson and can chose what lesson they want to use.
- 3rd-6th grade teachers have begun to plan the assessment schedule for the new NSCAS testing.
- Be sure to check out Facebook for elementary information. We typically will do a text or email message when sending notes out to parents.

**SECONDARY PRINCIPAL REPORT**

- We will have our Spring MAP testing during the month of March.
- Pre-Registration for 17-18 has begun. Mrs. Harding is looking at numbers and doing what is needed to re-arrange the schedule to meet the students' needs.
- Science teachers have been examining the new State Standards for Science, and have been noting who/when they are teaching each topic. They have also begun researching curriculum materials and ordering samples.
- Our sophomores will be taking the Pre-ACT test on Feb. 28. Our juniors will be taking the ACT Practice test on March 6. We will be using the Legion Hall again for the practice test. ACT test date is April 3.
- The junior high science fair (separate from 5th and 6th grade) is being schedule for a Wednesday in late March or early April.
- The Wrestling and Basketball seasons are coming to a close, with district wrestling on Feb. 9-10 at North Bend and sub-district basketball the weeks of Feb. 12 and Feb. 19 at West Point-Beemer. • The Wakefield Speech Meet ("Sweet Meet") will be held on Friday, Feb. 9. The Speech Team is made up of 19 members.

## **SUPERINTENDENT REPORT**

- Discussion was held with Emerson-Hubbard Public School Extra-Curricular subcommittee and Wakefield Extra-Curricular sub-committee on January 17, 2018. Emerson is interested in cooperating with all boys and girls sports for the upcoming school year. Their board of education is looking at Allen, Pender, Homer and Wakefield as possible school districts. They are looking to have direction sometime by the end of February 2018 as to which school district they are asking for a sports cooperative. As of tonight, no formal request from Emerson-Hubbard exists.
- Allen's Superintendent, Mike Pattee, has asked if Wakefield would be interested in having the Allen girls play as Wakefield team members and play our schedule. If we were interested in cooperating, they would play games in Wakefield and hold practices in Wakefield. Wakefield has not received a formal proposal from the Allen Board.
- The heavy snow in January resulted in two snow days as per our calendar these days will be taken from the March 8 – 13 Spring Break. The days of March 12-13 will be make up days for the snow days.
- A poverty simulation utilizing Ruby Payne's "A Framework for Understanding Poverty," will be conducted during the March 19, 2018 early out with all Wakefield staff. We have studied Ruby Payne's work and this will be an excellent refresher for our staff and provide insight into the mindset of poverty, middle class and wealth. This will also serve to address poverty with our staff.

## **BOARD COMMITTEE REPORTS**

### **BOARD POLICY**

Board Policy Committee met this month and reviewed the 5000 series policy. They will have a recommendation on some policy revisions and review of the 5000 policy series later tonight.

### **BUILDING, SITES & TRANSPORTATION**

Building, Sites and Transportation Committee has met to review bus bids, Navitas Performance Optimization contract and continue work on construction plans for a bus barn and wrestling practice area. The committee has several recommendations and actions later tonight on the agenda.

### **PERSONNEL & PUBLIC RELATIONS**

Public and Personnel Committee has continued to meet working on negotiations with the WEA. The negotiations process continues and is working on a base salary figure for the upcoming 2018-19 contract year.

## **DISCUSSION AND ACTION ITEMS**

### **CONSENT AGENDA**

Motion to approve the Consent Agenda passed with a motion by Conley and a second by Donner.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

Bills were reviewed by the Finance Committee and approved as follow: General: \$352,248.55; Lunch: \$20,373.11; Student Fee: \$69.60 Employee Benefit: \$98; Payroll: \$199,793.32; Activities: 24,833.12

### **DISCUSS AND TAKE APPROPRIATE ACTION ON REQUEST OF MRS. ANGELA SONDER FOR HER MINOR CHILD OPTION ENROLLMENT AT WAKEFIELD ELEMENTARY.**

Motion to approve Angela Sonder's option enrollment request passed with a motion by Brown and a second by Conley.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

### **DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE 2016 - 2017 REPORT TO PATRONS.**

The annual report provides district profile, demographic breakdown, attendance rates, student mobility, a four year school enrollment and financial information for the district at a glance.

Motion to approve the Annual Patron Report passed with a motion by Brown and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION ON BUS BIDS.**

The Building, Sites & Transportation Committee met to discuss two bus bids. The first bid is from Cornhusker International for a 2018 59 passenger International Bus with a Cummins 240 Hp diesel engine. This bus is a demonstrator with approximately 650 miles. The bus bid is \$79,025. Bus lettering will be added upon purchase.

The second bus bid is from Freightliner Truck Center in Omaha for a 2019 Thomas C-2 Safe-T-Liner, 59 passenger bus with Cummins 240 Hp diesel bus. The bid price for the Thomas C-2 bus is \$80,845.

Motion to purchase a 2018 59 passenger bus from Cornhusker International at a cost of \$79,025 passed with a motion by Donner and a second by Victor.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE EXTRA-CURRICULAR ACTIVITIES HANDBOOK.**

The Wakefield Extra-Curricular Activities Handbook is designed to provide a common direction for activities sponsors, student players/participants and parents to helping students learn essential life lessons through competitive activities. This handbook represents numerous meetings and discussions with our coaches in the development of handbook. "The purpose of the extra-curricular activities is to provide students with positive character development leading to life-long skills development such as being a fearless competitor, team first attitude, character, integrity, grit, decision-making, problem solving, teamwork and citizenship."

Motion to approve the 2017-18 Activities Handbook passed with a motion by Conley and a second by Donner.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE 2017-18 SUPERINTENDENT GOALS.**

Motion to approve the Superintendent's 2017-18 goals passed with a motion by Brown and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION ON NAVITAS ENERGY PERFORMANCE MAINTENANCE AGREEMENT.**

Navitas has served as our design engineering firm for the energy conservation project completed four years ago. As a component of the project Navitas provided energy management and performance monitoring for the last three years. Annually Navitas has presented the board and community an updated energy performance report reflecting our project's utilization of natural gas and electricity.

Motion to approve an entry optimization contract with Navitas for three years passed with a motion by Johnson and a second by Donner.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION ON THE 5000 SERIES POLICY REVIEW.**

The Policy Committee met and has reviewed the 5000 series policies. The 5000 series table of contents was modified to match our policy service through KSB School Law.

Motion to approve the 5000 series policy review and revisions passed with a motion by Conley and a second by Brown.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION TO APPROVE THE 2018 - 19 SCHOOL CALENDAR.**

Motion to approve Calendar A for 2018-19 School Year passed with a motion by Brown and a second by Donner.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**DISCUSS AND TAKE APPROPRIATE ACTION TO JOIN THE NEBRASKA ASSOCIATION OF SCHOOL BOARDS.**

Wakefield Community School Board belongs to the Nebraska Association of School Boards (NASB). We utilize a large number of services from NASB including NETS, ALICAP for workers compensation, NJUMP which is our cooperative purchasing program for natural gas.

Motion to approve NASB membership for 2018-19 passed with a motion by Brown and a second by Conley.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

**UPCOMING DATES AND TIMES**

Policy - Thursday, February 15 at 3:30pm;

Personnel Committee - Negotiation meeting Tuesday, February 27 at 5:30pm;

Regular Board Meeting - Monday, March 12 at 7:00pm.

**ADJOURNMENT**

Motion to adjourn the meeting at 8:45pm passed with a motion by Brown and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0



Bree Brown, Secretary



Becky Gothier, Recording Secretary

# Check Register

Direct

Jep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

**Checks Printed**

**02 - DEPRECIATION FUND**

Bank Account :B - Nebraska State Bank

00001114	02/21/2018	CORNTRUX		Cornhusker International Trucks, Inc	
243733	02/21/2018		02/21/2018	2018 School Bus	79,625.00

Check Total 79,625.00

**02 - DEPRECIATION FUND Totals: 79,625.00**

**Total of Checks Printed: 79,625.00**

**Report Total: 79,625.00**

ALL Data

# Check Register

Arranged by:  
Check Number

Direct	ap. Check Number	Check Date	Vendor ID	Vendor Name	Amount
	Invoice	Invoice Date	PO Number	PO Date Description	

**Checks Printed**

**01 - GENERAL FUND**

Bank Account :A - Iowa-Nebraska State Bank

00049134	03/01/2018	WAYCOTRE	Wayne County Treasurer		16.00
Feb2018	03/01/2018		2018 Bus Registration		

Check Total 16.00

**01 - GENERAL FUND Totals: 16.00**

**Total of Checks Printed: 16.00**

**Report Total: 16.00**

# Check Register

Direct

Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

**Checks Printed**

**01 - GENERAL FUND**

Bank Account :A - Iowa-Nebraska State Bank

00049139	03/08/2018	APPEARA		Appearra	
0285369	02/01/2018		02/05/2018	Mops, Towels & Uniforms	62.67
0285371	02/01/2018		02/05/2018	ITE Shop Coats & Towels	25.71
0285379	02/01/2018		03/06/2018	BB Towels & Uniforms	29.20
0287595	02/08/2018		03/01/2018	Mops, Towels & Uniforms	62.67
0287602	02/08/2018		03/06/2018	BB Towels & Uniforms	38.70
0289785	02/15/2018		03/01/2018	Mops, Towels & Uniforms	62.67
0289794	02/15/2018		03/06/2018	BB Towels & Uniforms	29.20
0292034	02/22/2018		03/01/2018	Mops, Towels & Uniforms	62.67
0292042	02/22/2018		03/06/2018	BB Towels & Uniforms	29.20

Check Total 402.69

00049140	03/08/2018	AXISPLUS		AxisPlus Benefits	
2CHCR.416	03/14/2018		03/14/2018	Mar 2018 Payroll	4,131.62
2MEDR.416	03/14/2018		03/14/2018	Mar 2018 Payroll	2,722.65

Check Total 6,854.27

00049141	03/08/2018	BLUECROS		Blue Cross and Blue Shield of NE	
2BCBR.416	03/14/2018		03/14/2018	Mar 2018 Payroll	3,288.16
2BCDENR.416	03/14/2018		03/14/2018	Mar 2018 Payroll	1,379.53
3BCBS.416	03/14/2018		03/14/2018	Mar 2018 Payroll	59,629.91
3DENT.416	03/14/2018		03/14/2018	Mar 2018 Payroll	1,495.69

Check Total 65,793.29

00049142	03/08/2018	CENTERP		CenterPoint Energy Services Retail LLC	
3066363-1	02/28/2018		03/01/2018	Jan Natural Gas - BHE195185	747.06
3066363-2	02/28/2018		03/01/2018	Jan Natural Gas - BHE231582	2,062.20
3066363-4	02/28/2018		03/01/2018	Jan Natural Gas - NGM829096	206.60

Check Total 3,015.86

00049143	03/08/2018	CENTLINB		CENTURYLINK Business Services	
1432724778	02/11/2018		03/01/2018	Internet Service	874.16

Check Total 874.16

00049144	03/08/2018	CITYWAKE		City of Wakefield	
367 Feb18	03/01/2018		03/06/2018	Feb BB Utilities	36.64
449 Feb18	03/01/2018		03/06/2018	Feb BB Utilities	252.45
588 Feb18	03/01/2018		03/06/2018	Feb Utilities	6,931.27

Check Total 7,220.36

00049145	03/08/2018	CONNPOIN		Connecting Point	
31516	01/31/2018		03/01/2018	Computer Setup	85.00

Check Total 85.00

00049146	03/08/2018	CORNTRUX		Cornhusker International Trucks, Inc	
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# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	6053795	02/22/2018		Switch	84.71
Check Total					84.71
00049147	03/08/2018	CRESCENT		Crescent Electric Supply Company	
S504720427.001	02/22/2018		03/01/2018	Lightbulbs	237.58
Check Total					237.58
00049148	03/08/2018	CUBBY'S		Cubby's Inc.	
1013188	02/05/2018		03/06/2018	Bus Diesel	33.62
1014564	02/09/2018		03/06/2018	Van Fuel	32.87
1015835	02/12/2018		03/06/2018	Van Fuel	35.29
1018420	02/19/2018		03/06/2018	Van Fuel	31.48
1018815	02/20/2018		03/06/2018	Van Fuel	34.76
1019283	02/22/2018		03/06/2018	Van Fuel	58.02
1022971	01/31/2018		03/06/2018	Van Fuel	53.57
1024367	02/06/2018		03/06/2018	Van Fuel	69.91
1024844	02/08/2018		03/06/2018	Van Fuel	40.53
1027325	02/21/2018		03/06/2018	Pickup Fuel	54.88
1027706	02/22/2018		03/06/2018	Skid Loader Diesel	24.98
1028761	02/27/2018		03/06/2018	1B1S Popcorn	60.00
1028849	02/28/2018		03/06/2018	Van Fuel	52.88
1028856	02/28/2018		03/06/2018	Van Fuel	40.80
9073419	02/20/2018		03/06/2018	Bus Diesel	112.99
9073441	02/22/2018		03/06/2018	Bus Diesel	142.27
9083765	01/31/2018		03/06/2018	Bus Diesel	104.31
9083780	02/02/2018		03/06/2018	Bus Diesel	93.92
9083801	02/05/2018		03/06/2018	Bus Diesel	158.82
9083823	02/07/2018		03/06/2018	Bus Diesel	157.67
9083831	02/07/2018		03/06/2018	Bus Diesel	143.79
9083835	02/08/2018		03/06/2018	Bus Diesel	129.61
9083844	03/06/2018		03/06/2018	Bus Diesel	56.16
9083865	02/10/2018		03/06/2018	Bus Diesel	137.00
9083901	02/14/2018		03/06/2018	Bus Diesel	96.28
9083910	02/15/2018		03/06/2018	Bus Diesel	122.52
9083911	02/15/2018		03/06/2018	Bus Diesel	116.65
9083951	02/20/2018		03/06/2018	Bus Diesel	121.20
9083988	02/23/2018		03/06/2018	Bus Diesel	87.14
9083998	02/23/2018		03/06/2018	Bus Diesel	118.72
9084032	02/28/2018		03/06/2018	Bus Diesel	113.71
Check Total					2,636.35
00049151	03/08/2018	DOLLGEN		Dollar General	
1000713818	02/07/2018		03/01/2018	FCS Supplies	25.50
1000715780	02/13/2018		03/01/2018	PK Supplies	36.75
1000715944	02/14/2018		03/01/2018	Elem Supplies	8.00
100714071	02/08/2018		03/01/2018	1B1S Supplies/PK Supplies	22.83
Check Total					93.08
00049152	03/08/2018	DSNSURVEIL		Dave J Noecker	

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
1501	08/18/2017		03/01/2018	Access Control	1,121.00
1570	03/31/2018		03/08/2018	Camera Replacement	820.00
<b>Check Total</b>					<b>1,941.00</b>
00049153	03/08/2018	EAKESFRE		Eakes Office Solutions	
7453716-0	02/19/2018		03/01/2018	Binders	30.00
<b>Check Total</b>					<b>30.00</b>
00049154	03/08/2018	EGANSUPP		Egan Supply Co.	
277957	02/08/2018		03/01/2018	Supplies	1,209.47
278380	02/16/2018		03/01/2018	Caddy Tool Bag	87.53
278607	03/01/2018		03/06/2018	Vacuum Motor	87.76
279158	03/01/2018		03/06/2018	Supplies	749.80
<b>Check Total</b>					<b>2,134.56</b>
00049155	03/08/2018	EKBERGAU		Ekberg Auto Parts, Inc.	
384652	02/08/2018		03/06/2018	BB Wiper	19.97
384664	02/09/2018		03/06/2018	BB Fuel Filter	105.03
384787	02/13/2018		03/06/2018	BB Fittings	8.87
384844	02/14/2018		03/06/2018	BB Supplies	134.85
385079	02/20/2018		03/06/2018	BB Solder	8.69
385185	02/22/2018		03/08/2018	Switch	26.49
385339	02/26/2018		03/06/2018	Wheel Lug Nut Covers	57.32
385370	02/27/2018		03/06/2018	BB Switch	-26.49
385379	02/27/2018		03/06/2018	BB Supplies	86.48
<b>Check Total</b>					<b>421.21</b>
00049156	03/08/2018	ESU1		ESU #1	
C-918	02/09/2018		03/01/2018	Computer Repair	550.65
R107861	02/01/2018		03/01/2018	MAP Focus on Grwth-KC, TD, LJ	60.00
R107889	02/23/2018		03/06/2018	LAN Mngr Mtg - SR	20.00
<b>Check Total</b>					<b>630.65</b>
00049157	03/08/2018	FLINNSCI		Flinn Scientific Inc	
2187379	02/27/2018		03/06/2018	Tote Trays	152.75
<b>Check Total</b>					<b>152.75</b>
00049158	03/08/2018	GALLMICH		Michelle Galles	
A27493/1	02/07/2018		03/01/2018	FCS Housing Project Supplies	37.23
<b>Check Total</b>					<b>37.23</b>
00049159	03/08/2018	GILLHAUL		Gill Hauling, Inc.	
82X03459	02/28/2018		03/07/2018	Rolloff Service	50.00
83101666	03/01/2018		03/08/2018	Garbage Service	325.00
<b>Check Total</b>					<b>375.00</b>
00049160	03/08/2018	GRAINGER		Grainger Inc.	
9705898022	02/21/2018		03/01/2018	Speaker	35.86

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
				Check Total	35.86
00049161	03/08/2018	GUARANT2		Guarantee Oil Company	
11195155	03/01/2018		03/07/2018	Windshield Washer Fluid/Soap	181.60
				Check Total	181.60
00049162	03/08/2018	HARDRIV		Hard Drive Outlet	
IN28638	02/08/2018		03/01/2018	Printer Leases	547.20
				Check Total	547.20
00049163	03/08/2018	JAMFSOFT		JAMF Software	
INV57560	03/01/2018		03/07/2018	Casper Suite for iOS AM	2,000.00
				Check Total	2,000.00
00049164	03/08/2018	JOSJMB		Jostens-JMB Recognition	
2350	02/27/2018		03/01/2018	Honor Cords	55.65
				Check Total	55.65
00049165	03/08/2018	JWPEPP		J.W. Pepper & Son, Inc	
03557607	02/14/2018		03/01/2018	Vocal Music	6.45
03558430	02/19/2018		03/01/2018	Vocal Music	17.24
03559527	02/26/2018		03/06/2018	Flute Music	33.98
03559828	02/28/2018		03/08/2018	Flute Solo	24.99
				Check Total	82.66
00049166	03/08/2018	KSBSCHO		KSB School Law, PC LLO	
4320	03/02/2018		03/06/2018	Legal Services	44.00
				Check Total	44.00
00049167	03/08/2018	LAQUINTA		La Quinta Inns & Suites Kearney	
68542466	02/28/2018		03/08/2018	SPED Lodging - JD, DJ	93.00
				Check Total	93.00
00049168	03/08/2018	LINWELD		Matheson Tri-Gas Inc	
51283423	02/28/2018		03/01/2018	ITE Gases	199.16
				Check Total	199.16
00049169	03/08/2018	MADINATI		Madison National Life	
2SALP.416	03/14/2018		03/14/2018	Mar 2018 Payroll	1,350.25
2SUPP.416	03/14/2018		03/14/2018	Mar 2018 Payroll	23.50
3LIFE.416	03/14/2018		03/14/2018	Mar 2018 Payroll	663.00
Mar2018-1	03/01/2018		03/07/2018	MM Life Ins	7.00
Mar2018-2	03/01/2018		03/07/2018	DY Life Ins Prm	8.75
				Check Total	2,052.50
00049170	03/08/2018	MENARDSSC		Menards - Sioux City	
14648	02/23/2018		03/01/2018	ITE Supplies	323.88

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
<b>Check Total</b>					<b>323.88</b>
00049171	03/08/2018	MGTRUS		MG Trust Company	
2403B.416	03/14/2018		03/14/2018	Mar 2018 Payroll	1,150.00
2403BROTH.416	03/14/2018		03/14/2018	Mar 2018 Payroll	1,965.00
<b>Check Total</b>					<b>3,115.00</b>
00049172	03/08/2018	MIDBELLM		Ray's Mid-Bell Music, Inc.	
10325944	02/28/2018		03/01/2018	Reeds	88.30
<b>Check Total</b>					<b>88.30</b>
00049173	03/08/2018	MILLBLDG		Miller Building Supply	
5250	02/06/2018		03/01/2018	ITE Supplies	50.95
5297	02/09/2018		03/01/2018	BB Supplies	42.39
5363	02/14/2018		03/01/2018	ITE Supplies	26.47
5364	02/14/2018		03/01/2018	ITE Supplies	12.58
5373	02/15/2018		03/01/2018	Supplies	15.98
5378	02/15/2018		03/01/2018	UPS Shipping	9.90
5430	02/19/2018		03/01/2018	ITE Supplies	52.97
5432	02/20/2018		03/01/2018	Art Supplies - Plexi-Glass	130.00
5435	02/20/2018		03/01/2018	Supplies	18.47
5468	02/22/2018		03/01/2018	BB Supplies	18.98
5476	02/22/2018		03/01/2018	Art Supplies - Plexi-Glass	27.63
5485	02/23/2018		03/01/2018	Softner Solt	56.90
5490	02/23/2018		03/01/2018	BB Supplies	6.58
5556	02/28/2018		03/01/2018	Potting Soil	7.98
<b>Check Total</b>					<b>477.78</b>
00049175	03/08/2018	NASB		Nebr Assoc Of School Boards	
Mar18	03/01/2018		03/01/2018	NAEP State Conv - BG	85.00
Mar2018	03/01/2018		03/01/2018	Annual Membership Dues	4,086.00
<b>Check Total</b>					<b>4,171.00</b>
00049176	03/08/2018	NEBRASK3		IA/NE State Bank	
2FICA.416	03/14/2018		03/14/2018	Mar 2018 Payroll	17,252.00
2FICA.417	03/14/2018		03/14/2018	Mar2018 Payroll B	7.13
2FICM.416	03/14/2018		03/14/2018	Mar 2018 Payroll	4,034.69
2FICM.417	03/14/2018		03/14/2018	Mar2018 Payroll B	1.67
2USIT.416	03/14/2018		03/14/2018	Mar 2018 Payroll	20,019.20
3FICA.416	03/14/2018		03/14/2018	Mar 2018 Payroll	17,252.00
3FICA.417	03/14/2018		03/14/2018	Mar2018 Payroll B	7.13
3FICM.416	03/14/2018		03/14/2018	Mar 2018 Payroll	4,034.69
3FICM.417	03/14/2018		03/14/2018	Mar2018 Payroll B	1.67
<b>Check Total</b>					<b>62,610.18</b>
00049177	03/08/2018	NEBRASK4		Nebraska Dept Of Revenue	
2NEIT.416	03/14/2018		03/14/2018	Mar 2018 Payroll	9,298.41

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
<b>Check Total</b>					9,298.41
00049178	03/08/2018	NEBRASK5		Nebraska Retirement System	
2NTRT.416	03/14/2018		03/14/2018	Mar 2018 Payroll	26,013.54
3NTRT.416	03/14/2018		03/14/2018	Mar 2018 Payroll	26,273.70
<b>Check Total</b>					52,287.24
00049179	03/08/2018	NECHISUP		Nebraska Child Support Payment Center	
2CHSUP.416	03/14/2018		03/14/2018	Mar 2018 Payroll	627.00
<b>Check Total</b>					627.00
00049180	03/08/2018	NENETIRE		Northeast Nebraska Tire & Trailer Sales	
5671	02/12/2018		03/07/2018	Truck Tire	37.50
<b>Check Total</b>					37.50
00049181	03/08/2018	NEREV		Nebraska Department of Revenue	
2NEREV.416	03/14/2018		03/14/2018	Mar 2018 Payroll	350.00
<b>Check Total</b>					350.00
00049182	03/08/2018	NORTHEA2		Northeast Ne Insurance Agency	
Mar2018	02/26/2018		03/01/2018	Bus Insurance	349.00
<b>Check Total</b>					349.00
00049183	03/08/2018	NRCSA		NRCSA	
2018Leg	02/16/2018		03/01/2018	Legislative Forum - MB	80.00
<b>Check Total</b>					80.00
00049184	03/08/2018	OMAHATRUC		Omaha Truck Center Inc.	
803326A	02/13/2018		03/06/2018	Bus Repair	161.36
<b>Check Total</b>					161.36
00049185	03/08/2018	ORKIN		Orkin Exterminating Inc	
167716433	03/01/2018		03/01/2018	Pest Control	116.37
<b>Check Total</b>					116.37
00049186	03/08/2018	PACNSAVE		Pac N Save, Inc.	
0282	02/07/2018		03/01/2018	FCS Supplies	49.59
1199	02/12/2018		03/01/2018	FCS Supplies	29.65
3937	02/05/2018		03/01/2018	FCS Supplies	29.97
4827	02/24/2018		03/01/2018	PK Supplies	28.53
6018	02/21/2018		03/01/2018	FCS Supplies	21.13
6190	02/22/2018		03/01/2018	COF Supplies - AR Acct	16.45
6660	02/26/2018		03/06/2018	FCS Supplies	23.68
7129	02/07/2018		03/01/2018	PK Supplies	9.80
<b>Check Total</b>					208.80
00049187	03/08/2018	POPPLERS		Popplers Music Inc.	
2132083	02/22/2018		03/08/2018	Vocal Music	51.97

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
				Check Total	51.97
00049188	03/08/2018	PRECIDATA		Precision Data Products	
10000504131	02/16/2018		03/01/2018	HP ProBook 450	829.09
				Check Total	829.09
00049189	03/08/2018	QUALITY		Quality Foods	
1625	02/06/2018		03/08/2018	FCS Supplies	8.33
4440	02/19/2018		03/06/2018	FCS Supplies	18.74
5530	02/28/2018		03/06/2018	FCS Supplies	40.47
8152	02/13/2018		03/01/2018	FCS Supplies	39.22
				Check Total	106.76
00049190	03/08/2018	REIMERSM		Mark Reimers	
Mar2018	03/01/2018		03/01/2018	Pet Food & Supplies	156.42
				Check Total	156.42
00049191	03/08/2018	RSLI		RSLI	
00177	02/25/2018		03/01/2018	Reading Student Workbooks	209.00
				Check Total	209.00
00049192	03/08/2018	RTI		Riverside Technologies Inc	
0193646-IN	02/26/2018		03/01/2018	Copier Lease	1,357.88
				Check Total	1,357.88
00049193	03/08/2018	SHOCOH		Shopko Pharmacy-670	
3707	02/13/2018		03/01/2018	Alburerol/Epi Pens	623.37
				Check Total	623.37
00049194	03/08/2018	SHOPCO		Shopko Store Operating Co., LLC	
0352	02/19/2018		03/01/2018	FCS Supplies	10.57
				Check Total	10.57
00049195	03/08/2018	STAPLES		Staples Credit Plan	
1995991861	01/18/2018		03/01/2018	HDMI Cord	10.75
1996225331	01/19/2018		03/01/2018	Cleaning Kits	5.43
2008277521	02/02/2018		03/01/2018	Labelmaker Tape	37.58
2011799411	02/07/2018		03/01/2018	Laptop Locks	574.26
				Check Total	628.02
00049196	03/08/2018	USTREAS		United States Treasury	
CP161	02/26/2018		03/07/2018	941 Late Fee	1,411.73
				Check Total	1,411.73
00049197	03/08/2018	VISA		VISA	
00770G	02/07/2018		03/01/2018	ASD Network Conf Reg	655.00
14288653	02/13/2018		03/01/2018	NETA Conf Reg - JW	149.00
14288654	02/13/2018		03/01/2018	NETA Conf Reg - VS	149.00

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	14288655	02/13/2018		NETA Conf Reg - BJ	149.00
	15531	01/24/2018		Breakout Inc	450.00
	1677298	02/01/2018		Trophy Depot - Spelling Bee	55.94
	34724	02/15/2018		Home Depot-Bed Bug Kit	35.55
	5153064	02/06/2018		Amazon - Desktop Charger	107.96
	5550669	02/07/2018		Amazon - Laminating Film	66.98
	63066555	01/26/2018		Staybridge - Honor Choir Rooms	396.00
	8158519060389	02/21/2018		State FBLA Sponsor Rooms	374.36
	83336	01/28/2018		Loves - Fuel	31.38
	935076	02/02/2018		Championship Prod - VBall Clin	109.00
	0561131761	02/13/2018		At-A Glance - Wall Calendar	43.44
<b>Check Total</b>					<b>2,772.61</b>
00049199		03/08/2018	VSP	Vision Service Plan	
2VISR.416		03/14/2018		Mar 2018 Payroll	536.35
Mar2018		03/01/2018		LS Vision Prm	8.23
<b>Check Total</b>					<b>544.58</b>
00049200		03/08/2018	WAKECOMM	Wakefield Community Club	
Mar2018		03/08/2018		2018 Membership	40.00
<b>Check Total</b>					<b>40.00</b>
00049201		03/08/2018	WAKEFAMMED	Wakefield Family Medicine	
Feb2018		02/01/2018		Random Drug Screens	180.00
Jan18		01/19/2018		Confirmation Drug Screen	35.00
<b>Check Total</b>					<b>215.00</b>
00049202		03/08/2018	WAKEREP3	The Wakefield Republican	
31909		02/01/2018		Feb Activites/Menu/Proceedings	419.12
32031		02/08/2018		Meeting Notice	9.82
32226		02/15/2018		Meeting Proceedings	217.47
32462		02/22/2018		Envelopes	276.50
<b>Check Total</b>					<b>922.91</b>
00049203		03/08/2018	WANATLINS	Washington National Insurance Co	
2CAND.416		03/14/2018		Mar 2018 Payroll	267.50
2LIFE.416		03/14/2018		Mar 2018 Payroll	35.49
<b>Check Total</b>					<b>302.99</b>
00049204		03/08/2018	WAYNEHER	Wayne Herald	
WakeComm		02/28/2018		State Wrestling Ad	52.50
Feb18					
<b>Check Total</b>					<b>52.50</b>
00049205		03/08/2018	WCS-GEN	WCS-General Fund	
2LCU.416		03/14/2018		Mar 2018 Payroll	60.00
2SUMINR.416		03/14/2018		Mar 2018 Payroll	362.09
2SUMRDV.416		03/14/2018		Mar 2018 Payroll	2.61

ALL Data

# Check Register

Arranged by:  
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
				Check Total	424.70
00049206	03/08/2018	WCSINTER		Wakefield School-Interim	
4461	02/01/2018		03/01/2018	WCS Honor Choir Reg	350.00
4465	02/21/2018		03/01/2018	WCS Planetarium - PK Trip	100.00
4466	02/26/2018		03/01/2018	AquaPop - 1B1S	50.00
Feb18	02/15/2018		03/01/2018	Pitney Bowes - Postage	400.00
				Check Total	900.00
				<b>01 - GENERAL FUND Totals:</b>	<b>244,173.30</b>

ALL Data

# Check Register

Arranged by:  
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

**03 - EMPLOYEE BENEFIT FUND**

Bank Account :C - Nebraska State Bank

00001243	03/08/2018	AXISPLUS		AxisPlus Benefits	
3916	03/01/2018		03/07/2018	Admin Fee	98.00

Check Total 98.00

**03 - EMPLOYEE BENEFIT FUND Totals: 98.00**

# Check Register

Direct

Dep. Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	Description	

**06 - LUNCH FUND**

Bank Account :F - Iowa-Nebraska State Bank

00004499	03/08/2018	APPEARA	Appearra	
0285370	02/01/2018		03/06/2018 Mops, Towels & Aprons	30.82
0287596	02/08/2018		03/06/2018 Mops, Towels & Aprons	33.69
0289786	02/15/2018		03/06/2018 Mops, Towels & Aprons	31.65
0292035	02/22/2018		03/06/2018 Mops, Towels & Aprons	33.69

Check Total 129.85

00004500	03/08/2018	AXISPLUS	AxisPlus Benefits	
2MEDR.416	03/14/2018		03/14/2018 Mar 2018 Payroll	125.00

Check Total 125.00

00004501	03/08/2018	BLUECROS	Blue Cross and Blue Shield of NE	
3BCBS.416	03/14/2018		03/14/2018 Mar 2018 Payroll	1,215.86
3DENT.416	03/14/2018		03/14/2018 Mar 2018 Payroll	57.34

Check Total 1,273.20

00004502	03/08/2018	BRAUFOOD	Braunger Foods	
560641	02/07/2018		03/06/2018 Food	460.54
561280	02/14/2018		03/06/2018 Food	279.00
561930	02/21/2018		03/06/2018 Food/Supplies	398.42
562563	02/28/2018		03/06/2018 Food	217.27

Check Total 1,355.23

00004503	03/08/2018	CENTERP	CenterPoint Energy Services Retail LLC	
3066363-3	02/28/2018		03/01/2018 Jan Natural Gas - NGM811131	112.22

Check Total 112.22

00004504	03/08/2018	DOLLGEN	Dollar General	
1000718900	02/26/2018		03/06/2018 Hot Dog Buns	10.00

Check Total 10.00

00004505	03/08/2018	EARTHBAK	Earthgrains Baking Companies, Inc.	
54164420993	02/02/2018		03/06/2018 Bread	91.74
54164421109	02/09/2018		03/06/2018 Bread	124.64
54164421179	02/13/2018		03/06/2018 Bread	91.74
54164421226	02/16/2018		03/06/2018 Bread	91.74
54164421297	02/20/2018		03/06/2018 Bread	266.24
54164421349	02/23/2018		03/06/2018 Bread	91.74
54164421416	02/27/2018		03/06/2018 Bread	203.26

Check Total 961.10

00004506	03/08/2018	HILADAIR	Hiland Dairy	
434262-1	02/02/2018		03/06/2018 Milk/Juice	389.78
434312	02/06/2018		03/06/2018 Milk/Juice	420.49
434355	02/09/2018		03/06/2018 Milk/Juice	258.88
434406	02/13/2018		03/06/2018 Milk/Juice	382.20

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	434455	02/16/2018		Milk/Juice	388.73
	434507	02/20/2018		Milk/Juice	388.41
	434555	02/23/2018		Milk/Juice	384.75
	434608	02/27/2018		Milk/Juice	434.36
	434609	02/27/2018		Milk/Juice	52.05
<b>Check Total</b>					<b>3,099.65</b>
00004507		03/08/2018	MADINATI	Madison National Life	
	2SALP.416	03/14/2018		Mar 2018 Payroll	12.56
	2SUPP.416	03/14/2018		Mar 2018 Payroll	4.20
	3LIFE.416	03/14/2018		Mar 2018 Payroll	29.25
<b>Check Total</b>					<b>46.01</b>
00004508		03/08/2018	MGTRUS	MG Trust Company	
	2403B.416	03/14/2018		Mar 2018 Payroll	200.00
	2403BROTH.416	03/14/2018		Mar 2018 Payroll	100.00
<b>Check Total</b>					<b>300.00</b>
00004509		03/08/2018	MILLBLDG	Miller Building Supply	
	5232	02/05/2018		Snow Shovel	25.99
<b>Check Total</b>					<b>25.99</b>
00004510		03/08/2018	NEBRASK3	IA/NE State Bank	
	2FICA.416	03/14/2018		Mar 2018 Payroll	428.77
	2FICM.416	03/14/2018		Mar 2018 Payroll	100.26
	2USIT.416	03/14/2018		Mar 2018 Payroll	503.23
	3FICA.416	03/14/2018		Mar 2018 Payroll	428.77
	3FICM.416	03/14/2018		Mar 2018 Payroll	100.26
<b>Check Total</b>					<b>1,561.29</b>
00004511		03/08/2018	NEBRASK4	Nebraska Dept Of Revenue	
	2NEIT.416	03/14/2018		Mar 2018 Payroll	152.05
<b>Check Total</b>					<b>152.05</b>
00004512		03/08/2018	NEBRASK5	Nebraska Retirement System	
	2NTRT.416	03/14/2018		Mar 2018 Payroll	627.25
	3NTRT.416	03/14/2018		Mar 2018 Payroll	633.52
<b>Check Total</b>					<b>1,260.77</b>
00004513		03/08/2018	NEBRCOM	Nebraska Food Distribution	
	23815	03/01/2018		Commodities	2,857.99
<b>Check Total</b>					<b>2,857.99</b>
00004514		03/08/2018	PACNSAVE	Pac N Save, Inc.	
	1511	02/23/2018		Cereal	12.15
<b>Check Total</b>					<b>12.15</b>
00004515		03/08/2018	PEGLSYSC	Sysco Lincoln	

ALL Data

# Check Register

Arranged by:  
Check Number

Direct

Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name Description	Amount
	161715665	02/02/2018		Food	16.44
	161715666	02/02/2018		Food	136.63
	161715667	02/02/2018		Food	56.36
	161715668	02/02/2018		Food/Supplies	1,841.61
	161725414	02/08/2018		Potholders	53.25
	161727070	02/09/2018		Food/Supplies	2,740.24
	161738333	02/16/2018		Food/Supplies	2,003.13
	161749769	02/23/2018		Food/Supplies	2,685.21
				Check Total	9,532.87
	00004516	03/08/2018	SIDELINES	SIDELINES Bar & Grille	
	3508	02/08/2018		PT Conf Exp	133.92
				Check Total	133.92
	00004517	03/08/2018	VSP	Vision Service Plan	
	2VISR.416	03/14/2018		Mar 2018 Payroll	24.63
				Check Total	24.63
	00004518	03/08/2018	WALMART2	Walmart Community	
	021018	02/21/2018		Microwave	79.00
				Check Total	79.00
				<b>06 - LUNCH FUND Totals:</b>	<b>23,052.92</b>

ALL Data

# Check Register

Arranged by:  
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

**08 - SPECIAL BUILDING FUND**

Bank Account :H - Nebraska State Bank

00001178	03/08/2018	CARLSONW		Carlson West Povondra Architects	
Mar2018	03/01/2018		03/01/2018	Facility Planning Study	5,000.00

Check Total	5,000.00
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<b>08 - SPECIAL BUILDING FUND Totals:</b>	<b>5,000.00</b>
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<b>Total of Checks Printed:</b>	<b>272,324.22</b>
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ALL Data

# Check Register

Arranged by:  
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

## Deposits Printed

### 01 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

DD	00001179	03/08/2018	HSANUER	State Nebraska Bank	
	3HSANUER.416	03/14/2018		03/14/2018 Mar 2018 Payroll	95.01

Check Total 95.01

DD	00001180	03/08/2018	HSASOND	State Nebraska Bank	
	3HSASOND.416	03/14/2018		03/14/2018 Mar 2018 Payroll	95.01

Check Total 95.01

**01 - GENERAL FUND Totals: 190.02**

**Total of Deposits Printed: 190.02**

# Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

**Deposit Emails**

**01 - GENERAL FUND**

Bank Account :A - Iowa-Nebraska State Bank

E	00001181	03/08/2018	HSA-CARRSH	State Nebraska Bank	
	3HSASC.416	03/14/2018		03/14/2018 Mar 2018 Payroll	267.89

Check Total 267.89

E	00001182	03/08/2018	HSACARSLA	Iowa-Nebraska State Bank	
	3HSACARSLA.41	03/14/2018		03/14/2018 Mar 2018 Payroll	95.01
	6				

Check Total 95.01

E	00001183	03/08/2018	HSATSOD	State Nebraska Bank	
	3HSATSOD.416	03/14/2018		03/14/2018 Mar 2018 Payroll	95.01

Check Total 95.01

**01 - GENERAL FUND Totals: 457.91**

**Total of Deposit Emails: 457.91**

**Report Total: 272,972.15**

# Check and Deposit Slip Register

ALL Data

Cycle Number: 417  
 Period End: 02/28/2018  
 Check Date: 03/14/2018

Arranged by:  
 Check Number

Bank ID Email	Bank Account Chk Num	Bank Name Emp PR ID	Employee Name	Earning	Deduction	Net	Fringe
<b>Checks</b>							
A	19 510 3	Iowa-Nebraska State					
	00049138	JOHNKATH	Kathy A Johnson	115.00	-8.80	106.20	8.80
<b>Totals:</b>				115.00	-8.80	106.20	8.80
<b>Report Totals:</b>				115.00	-8.80	106.20	8.80
<b>Bank Account Totals</b>							
A	19 510 3	Iowa-Nebraska State Bank				106.20	

# Cash Summary Report

ALL Data

Arranged by:

Date Range: 02/01/2018 thru 02/28/2018

Fund ID

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
<b>01</b>	<b>GENERAL FUND</b>							
	1,236,442.98	440,666.38	-538,176.37	-1,520.89	1,137,412.10	0.00	-88.38	1,137,323.72
<b>02</b>	<b>DEPRECIATION FUND</b>							
	705,277.51	522.79	-79,625.00	0.00	626,175.30	0.00	0.00	626,175.30
<b>03</b>	<b>EMPLOYEE BENEFIT FUND</b>							
	21,112.91	4,931.10	-98.00	0.00	25,946.01	0.00	0.00	25,946.01
<b>06</b>	<b>LUNCH FUND</b>							
	130,881.31	29,842.58	-25,225.66	0.00	135,498.23	0.00	0.00	135,498.23
<b>07</b>	<b>BOND FUND</b>							
	38,591.52	5.92	0.00	0.00	38,597.44	0.00	0.00	38,597.44
<b>08</b>	<b>SPECIAL BUILDING FUND</b>							
	622,206.41	4,392.60	0.00	0.00	626,599.01	0.00	0.00	626,599.01
<b>09</b>	<b>QUALIFIED CAPITAL PURPOSE UNDE</b>							
	90,091.22	5,908.27	0.00	0.00	95,999.49	0.00	0.00	95,999.49
<b>10</b>	<b>COOPERATIVE FUND</b>							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>11</b>	<b>INTERIM</b>							
	3,792.62	1,412.45	-837.00	0.00	4,368.07	0.00	0.00	4,368.07
<b>12</b>	<b>STUDENT FEE</b>							
	-1,919.75	500.00	-69.60	0.00	-1,489.35	0.00	0.00	-1,489.35
<b>Report Totals:</b>	<b>2,846,476.73</b>	<b>488,182.09</b>	<b>-644,031.63</b>	<b>-1,520.89</b>	<b>2,689,106.30</b>	<b>0.00</b>	<b>-88.38</b>	<b>2,689,017.92</b>

**BUDGET REPORT**  
**February 28, 2018**

		<b>Annual Budget</b>	<b>Monthly Expense</b>	<b>YTD</b>	<b>Budget Balance</b>	<b>Percent Remain</b>
1100	General Ed	2,771,124.00	208,764.16	1,321,294.95	1,449,829.05	52.32%
1125	Flex Funding	32,541.00	2,136.84	14,006.55	18,534.45	56.96%
1150	LEP Plan	170,091.00	15,792.64	94,802.81	75,288.19	44.26%
1160	Poverty Plan	229,162.00	15,585.63	107,076.91	122,085.09	53.27%
1180	Technology	189,988.00	7,008.92	44,588.70	145,399.30	76.53%
1190	Pre-School	75,221.00	6,160.99	33,303.21	41,917.79	55.73%
1200/91	Special Education	1,027,807.00	102,768.96	393,783.44	634,023.56	61.69%
2100	Guid/Support Services	184,452.00	15,783.79	84,918.69	99,533.31	53.96%
2212/22	Staff Dev/Media Center	79,781.00	4,223.57	28,828.28	50,952.72	63.87%
2310	Board of Ed	48,375.00	4,814.33	16,767.30	31,607.70	65.34%
2320	Superintendent	168,916.00	12,641.72	77,518.82	91,397.18	54.11%
2330	District Legal Services	20,000.00	965.00	2,741.00	17,259.00	86.30%
2400	Principal	307,321.00	25,007.89	150,980.48	156,340.52	50.87%
2510	Business	123,162.00	5,704.50	63,654.79	59,507.21	48.32%
2600	Plant Oper/Maint	455,449.00	34,498.60	160,579.32	294,869.68	64.74%
2750/60	Transportation	257,990.00	13,833.19	75,727.38	182,262.62	70.65%
3135	High Ability Grant	7,757.00	583.56	3,798.37	3,958.63	51.03%
4200	Title I Part A	81,516.00	6,640.64	41,727.48	39,788.52	48.81%
4310	Title II Part A	10,901.00	287.59	1,341.20	9,559.80	87.70%
4400	ECSE/IDEA	102,979.00	51,451.00	104,359.50	(1,380.50)	-1.34%
4700	Perkins Grant	2,500.00	3,198.00	3,198.00	(698.00)	-27.92%
4925	Title III - Limited English	13,931.00	324.85	3,323.60	10,607.40	76.14%
4992	REAP Grant	28,000.00	0.00	6,359.45	21,640.55	77.29%
6000	Summer School	11,380.00	0.00	0.00	11,380.00	100.00%
8000	Transfers	95,000.00	0.00	0.00	95,000.00	100.00%

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<b>TOTAL</b>	<b>6,495,344.00</b>	<b>538,176.37</b>	<b>2,834,680.23</b>	<b>3,660,663.77</b>	<b>56.36%</b>
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<b>PREVIOUS YEAR</b>	<b>6,378,506.00</b>	<b>542,660.77</b>	<b>2,823,839.32</b>	<b>3,554,666.68</b>	<b>55.73%</b>
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**GENERAL FUND - #195103**  
**TREASURER'S REPORT AS OF FEBRUARY 28, 2018**

<b>BALANCE AS OF FEBURARY 1, 2018</b>		<b>\$1,240,922.09</b>
<b>REVENUE</b>		
WCS-General - Limited Computer Use	59.00	
Various Summer Insurance Premium Reimb.	312.52	
L Siebrandt Health/Dental/Vision Ins Prm	708.46	
Teammates - Hansen/Clay Payroll	6,000.00	
Personal Copies/ Faxes	1.00	
Library Fine	44.00	
Woods Project	82.00	
Circle of Friends Grant	2,000.00	
ALICAP - Workman's Comp Premium Refund	212.00	
Music Booster - Hotel Reimb	396.00	
SON - SPED Reimb	48,021.00	
SON - State Aid	56,940.00	
SON - State Apportionment	62,417.04	
Thurston County - Proceeds	21,857.82	
Dixon County - Proceeds	181,781.07	
Wayne County- Proceeds	66,745.05	
Bank - Interest	904.40	
<b>TOTAL REVENUE</b>		<b><u><u>\$448,481.36</u></u></b>
<b>EXPENSES</b>		
February Payables	352,198.03	
February Payroll	199,793.32	
<b>TOTAL EXPENDITURES</b>		<b><u><u>\$551,991.35</u></u></b>
<b>TOTAL</b>		<b><u><u>\$1,137,412.10</u></u></b>
<b>GENERAL FUND AS OF FEBRUARY 28, 2018</b>		<b>\$1,137,412.10</b>

# Current Cash Balance Report

ALL Data

Date: 09/01/2017 thru 02/28/2018

Arranged by:  
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>A ATHLETICS</b>					
100 FOOTBALL	727.36	290.00	245.17	0.00	772.19
105 JH FOOTBALL	0.00	0.00	0.00	0.00	0.00
110 VOLLEYBALL	3,387.93	9,197.00	7,671.41	0.00	4,913.52
115 JH VOLLEYBALL	0.00	0.00	0.00	0.00	0.00
120 GIRLS GOLF	0.00	0.00	0.00	0.00	0.00
125 BOYS BASKETBALL	2,772.97	11,835.50	8,743.82	0.00	5,864.65
130 GIRLS BASKETBALL	1,145.12	3,493.93	1,419.94	0.00	3,219.11
135 JH BOYS BASKETBALL	0.00	0.00	0.00	0.00	0.00
140 JH GIRLS BASKETBALL	0.00	0.00	0.00	0.00	0.00
145 TRACK	0.00	0.00	0.00	0.00	0.00
150 JH TRACK	0.00	0.00	0.00	0.00	0.00
155 BOYS GOLF	0.00	0.00	0.00	0.00	0.00
160 NEW UNIFORMS	2,778.38	0.00	1,065.00	0.00	1,713.38
170 WRESTLING	1,893.89	2,281.00	1,872.23	0.00	2,302.66
175 GEN ATHLETICS	15,718.66	41,302.48	27,133.34	-297.50	29,590.30
180 JH WRESTLING	0.00	0.00	0.00	0.00	0.00
190 ACTIVITY PASSES	0.00	0.00	0.00	0.00	0.00
<b>A ATHLETICS Totals:</b>	<b>28,424.31</b>	<b>68,399.91</b>	<b>48,150.91</b>	<b>-297.50</b>	<b>48,375.81</b>
<b>B CLASSES</b>					
200 CLASS OF 2019 (11th Grade)	552.44	3,560.28	1,492.10	0.00	2,620.62
205 CLASS OF 2020 (10th Grade)	101.39	556.50	156.55	0.00	501.34
210 CLASS OF 2021 (9th Grade)	315.41	979.20	0.00	-979.20	315.41
211 CLASS OF 2022 (8th Grade)	211.31	0.00	0.00	0.00	211.31
212 CLASS OF 2023 (7th Grade)	0.00	0.00	0.00	0.00	0.00
235 CLASS OF 2017	0.00	0.00	0.00	0.00	0.00
236 CLASS OF 2018	0.00	0.00	0.00	0.00	0.00
<b>B CLASSES Totals:</b>	<b>1,180.55</b>	<b>5,095.98</b>	<b>1,648.65</b>	<b>-979.20</b>	<b>3,648.68</b>
<b>C ORGANIZATIONS</b>					
301 POWER DRIVE	1,140.74	0.00	117.87	0.00	1,022.87
302 FFA	205.42	0.00	0.00	0.00	205.42
303 SPEECH CLUB	3,203.10	3,304.00	1,310.76	0.00	5,196.34
305 DISTRICT 7 FCCLA	1,208.31	1,882.00	429.14	525.00	3,186.17
306 MUSIC BOOSTERS	0.00	0.00	0.00	0.00	0.00
310 NATIONAL HONOR SOCIETY	3,727.93	460.00	1,516.94	0.00	2,670.99
315 FBLA	63.50	4,070.67	5,131.97	0.00	-997.80
320 ANNUAL	-4,164.21	5,702.18	856.26	0.00	681.71
325 TOTAD	577.22	0.00	0.00	0.00	577.22
330 FCCLA	2,269.50	5,204.10	4,852.55	-270.00	2,351.05
335 STUCO	1,317.66	0.00	468.32	0.00	849.34
340 SPEECH & DRAMA	-1,971.01	358.00	1,642.46	0.00	-3,255.47
345 ONE ACT	-521.40	445.00	1,485.65	0.00	-1,562.05
346 ART CLUB	1,343.69	0.00	507.18	0.00	836.51
385 LIBRARY	1,436.26	1,570.31	1,570.31	0.00	1,436.26
395 HOMECOMING	-697.29	738.86	823.99	0.00	-782.42
501 HIGH SCHOOL SWING CHOIR	1,036.57	2,377.00	2,125.93	0.00	1,287.64
553 ELEMENTARY STUCO	743.01	66.00	230.72	0.00	578.29
<b>C ORGANIZATIONS Totals:</b>	<b>10,919.00</b>	<b>26,178.12</b>	<b>23,070.05</b>	<b>255.00</b>	<b>14,282.07</b>
<b>D CONCESSIONS</b>					
400 CONCESSIONS	0.00	17,002.26	10,715.36	1,276.70	7,563.60
<b>D CONCESSIONS Totals:</b>	<b>0.00</b>	<b>17,002.26</b>	<b>10,715.36</b>	<b>1,276.70</b>	<b>7,563.60</b>

ALL Data

# Current Cash Balance Report

Arranged by:

Date: 09/01/2017 thru 02/28/2018

Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
<b>E MISC</b>					
350 SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
502 YOUTH FOUNDATION	750.00	0.00	0.00	0.00	750.00
503 LOUNGE	2,166.49	368.95	354.15	0.00	2,181.29
505 CHECKING INTEREST	12,357.13	135.70	0.00	0.00	12,492.83
510 CD INTEREST	2,592.30	0.00	0.00	0.00	2,592.30
520 ELEMENTARY	6,647.72	1,336.75	3,830.98	0.00	4,153.49
540 POP FUND	9,529.72	913.01	798.98	0.00	9,643.75
550 STUDENT FEES	240.00	0.00	0.00	0.00	240.00
555 WAKEFIELD PLAYGROUND FUND	500.00	0.00	0.00	0.00	500.00
560 MEMORIALS	200.00	0.00	0.00	0.00	200.00
576 PE UNIFORMS	482.00	474.00	844.00	0.00	112.00
577 STATE TOURNAMENTS	1,376.34	0.00	2,471.38	-255.00	-1,350.04
<b>E MISC Totals:</b>	<b>36,841.70</b>	<b>3,228.41</b>	<b>8,299.49</b>	<b>-255.00</b>	<b>31,515.62</b>
<b>Z Inactive</b>					
215 CLASS OF 2005	0.00	0.00	0.00	0.00	0.00
220 CLASS OF 2006	0.00	0.00	0.00	0.00	0.00
225 CLASS OF 2007	0.00	0.00	0.00	0.00	0.00
226 CLASS OF 2008	0.00	0.00	0.00	0.00	0.00
227 CLASS OF 2009	0.00	0.00	0.00	0.00	0.00
228 CLASS OF 2010	0.00	0.00	0.00	0.00	0.00
229 CLASS OF 2011	0.00	0.00	0.00	0.00	0.00
230 CLASS OF 2012	0.00	0.00	0.00	0.00	0.00
231 CLASS OF 2013	0.00	0.00	0.00	0.00	0.00
232 CLASS OF 2014	0.00	0.00	0.00	0.00	0.00
233 CLASS OF 2015	0.00	0.00	0.00	0.00	0.00
234 CLASS OF 2016	0.00	0.00	0.00	0.00	0.00
300 VOCAL/INSTRUMENTAL CONTESTS	0.00	0.00	0.00	0.00	0.00
355 ENTREPRENEURSHIP	0.00	0.00	0.00	0.00	0.00
360 CINCO DE MAYO	0.00	0.00	0.00	0.00	0.00
365 VICA	0.00	0.00	0.00	0.00	0.00
370 EMBROIDERY	0.00	0.00	0.00	0.00	0.00
390 STUDENT ASSISTANCE	500.00	500.00	0.00	0.00	1,000.00
405 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
551 5TH BUSINESS FAIR	0.00	0.00	0.00	0.00	0.00
552 TITLE I CARNIVAL	0.00	0.00	0.00	0.00	0.00
575 Wakefield VB	0.00	0.00	0.00	0.00	0.00
<b>Z Inactive Totals:</b>	<b>500.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>
<b>Report Totals:</b>	<b>77,865.56</b>	<b>120,404.68</b>	<b>91,884.46</b>	<b>0.00</b>	<b>106,385.78</b>

SELECTED

# Receipt History Detail

Arranged by:  
Receipt Date

Receipt Date	Receipt Number	Deposit Slip Number	Received From	Receipt Description	Amount
02/01/2018	000000		Yearbook	Ads	175.00
02/01/2018	000000		PE	Uniforms	14.00
02/01/2018	000000		GBB	Shirts	25.00
02/01/2018	000000		Concessions	Juniors	426.21
02/01/2018	000000		Conference BB	Gate	613.00
02/01/2018	000000		Jill Lehmkuhl	Over Paid for the Basketballs	20.00
02/01/2018	000000		Mendlik Orthodontics	Donation	25.00
<b>Date Total for 02/01/2018:</b>					<b>1,298.21</b>
02/02/2018	000000		Elementary	Pop	135.25
02/02/2018	000000		Yearbook	Ads	385.00
02/02/2018	000000		Stanton	Wrestling	120.00
02/02/2018	000000		Laurel High School	Wrestling	120.00
<b>Date Total for 02/02/2018:</b>					<b>760.25</b>
02/05/2018	000000		Winnebago	Wrestling	120.00
02/05/2018	000000		Wrestling Gate	Invite	916.00
02/05/2018	000000		Concessions	Boosters	145.25
02/05/2018	000000		Concessions	Music Boosters	490.50
02/05/2018	000000		Wrestling Invite	Randolph	120.00
02/05/2018	000000		Yearbook	Ads	300.00
<b>Date Total for 02/05/2018:</b>					<b>2,091.75</b>
02/06/2018	000000		GBB	Donations	433.85
02/06/2018	000000		Jennifer Pommer	Donation	100.00
<b>Date Total for 02/06/2018:</b>					<b>533.85</b>
02/07/2018	000000		Jr Class	Bake Sale	231.13
02/07/2018	000000		Concessions	Juniors	1,045.75
02/07/2018	000000		BB	Gate	660.00
02/07/2018	000000		Wrestling Invite	Millard South	120.00
02/07/2018	000000		FCCLA	Cookie Sales	571.00
<b>Date Total for 02/07/2018:</b>					<b>2,627.88</b>
02/08/2018	000000		Pop Machine	High School	403.05
<b>Date Total for 02/08/2018:</b>					<b>403.05</b>
02/09/2018	000000		Ponca High School	Wrestling Invite	120.00
02/09/2018	000000		Omaha South	Wrestling Invite	120.00
<b>Date Total for 02/09/2018:</b>					<b>240.00</b>
02/12/2018	000000		Football	Cards	240.00
02/12/2018	000000		Concessions	Art Club	506.00
02/12/2018	000000		Lyons	Wrestling Invite	120.00
02/12/2018	000000		Concessions	Art Club	0.60
<b>Date Total for 02/12/2018:</b>					<b>866.60</b>
02/13/2018	000000		BB	Gate	379.00
02/13/2018	000000		Concessions	Ath Boosters	863.10
02/13/2018	000000		Wrestling	TShirts	282.00
02/13/2018	000000		GBB		678.00
02/13/2018	000000		Speech	Entry Fees	3,118.00
<b>Date Total for 02/13/2018:</b>					<b>5,320.10</b>
02/14/2018	000000		Pender	Speech Meet	186.00
02/14/2018	000000		BBB		60.00
02/14/2018	000000		BBB		447.50

SELECTED

## Receipt History Detail

Arranged by:  
Receipt Date

Receipt Date	Receipt Number	Deposit Slip Number	Received From	Receipt Description	Amount
				<b>Date Total for 02/14/2018:</b>	<b>693.50</b>
02/16/2018	000000		GBB		92.00
02/16/2018	000000		District FCCLA		336.00
				<b>Date Total for 02/16/2018:</b>	<b>428.00</b>
02/19/2018	000000		GBB	Fund raiser	847.34
02/19/2018	000000		GBB	Fundraiser	20.00
02/19/2018	000000		Wrestling	Entry Fee	120.00
02/19/2018	000000		BBB	Gate	626.00
02/19/2018	000000		Concessions	Art Club	531.05
02/19/2018	000000		FBLA		51.00
				<b>Date Total for 02/19/2018:</b>	<b>2,195.39</b>
02/20/2018	000000		GBB	Fund Raiser	8.00
02/20/2018	000000		North Bend	District Wrestling	221.41
02/20/2018	000000		OSS/iGive Check Processing	Earnings	7.82
02/20/2018	000000		GBB	Fund Raiser	152.50
02/20/2018	000000		Lifetouch	17-18 Fall Commission	558.00
				<b>Date Total for 02/20/2018:</b>	<b>947.73</b>
02/21/2018	000000		Lunas	Donation	100.00
02/21/2018	000000		GBB	Fund Raiser	16.75
02/21/2018	000000		Football	Cards	50.00
02/21/2018	000000		GBB	Fund Raiser	36.75
02/21/2018	000000		Wrestling		196.00
				<b>Date Total for 02/21/2018:</b>	<b>399.50</b>
02/22/2018	000000		GBB	Fund Raiser	16.75
02/22/2018	000000		Annual	Ads	400.00
				<b>Date Total for 02/22/2018:</b>	<b>416.75</b>
02/26/2018	000000		West Point	Sub Districts	78.90
02/26/2018	000000		Heather Gustafson	SLC	50.00
				<b>Date Total for 02/26/2018:</b>	<b>128.90</b>
02/27/2018	000000		Speech	TShirts	358.00
				<b>Date Total for 02/27/2018:</b>	<b>358.00</b>
02/28/2018	000000		Checking	Feb Interest	21.58
				<b>Date Total for 02/28/2018:</b>	<b>21.58</b>
<b>Report Total:</b>					<b>19,731.04</b>

## Check Summary Report

Date: 09/01/2017 thru 03/02/2018

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
<b>01/29/2018</b>						
009346	V	02/02/2018	Bradley Lanman		WR Official	0.00
<b>02/02/2018</b>						
009354	O	02/02/2018	Pepsi-Cola of Siouxland		Pop	1,078.55
009353	O	02/02/2018	Brooklyn Publishers, LLC			52.75
009357	O	02/02/2018	The Graphic Edge		TShirts	329.60
009356	O	02/02/2018	Triston Simons		WR Official	260.00
009358	O	02/02/2018	GACC Booster Club		Entry Fee	222.00
009355	V	02/15/2018	Mindy Potts		Wardrobe	0.00
<b>02/02/2018 Total:</b>						<b>1,942.90</b>
<b>02/06/2018</b>						
009369	O	02/06/2018	SIDELINES Bar & Grille			121.41
009366	O	02/06/2018	Pac N Save			137.94
009364	O	02/06/2018	M.E.G.			169.90
009360	O	02/06/2018	Wakefield Community Club		Translators	300.00
009365	O	02/06/2018	Miller Building Supply			46.50
009363	O	02/06/2018	Kyle Finke		BB Official	120.00
009361	O	02/06/2018	Randy Hagedorn		BB Official	120.00
009362	O	02/06/2018	Jordan Wells		BB Official	120.00
009368	O	02/06/2018	Shopko			7.98
009367	O	02/06/2018	Jonah Scheffler		BB Official	90.00
009359	O	02/06/2018	Devon Beck		BB Official	90.00
009370	O	02/06/2018	Brooklyn Publishers, LLC			215.00
009371	O	02/06/2018	Playscripts, inc			25.23
<b>02/06/2018 Total:</b>						<b>1,563.96</b>
<b>02/07/2018</b>						
009372	O	02/07/2018	La Michuacana		Tacos	88.00
<b>02/08/2018</b>						
009375	O	02/08/2018	Stadium Sports			145.00
009376	V	02/09/2018	Jim Steele		BB Official	0.00
009373	V	02/09/2018	Jerry Buckstead		BB Official	0.00
009374	V	02/09/2018	John Malloy		BB Official	0.00
<b>02/08/2018 Total:</b>						<b>145.00</b>
<b>02/09/2018</b>						
009379	O	02/09/2018	Jim Steele		BB Official	130.00
009377	O	02/09/2018	Jerry Buckstead		BB Official	130.00

# Check Summary Report

Date: 09/01/2017 thru 03/02/2018

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
009378	O	02/09/2018	John Malloy		BB Official	130.00
<b>02/09/2018 Total:</b>						<b>390.00</b>
<b>02/14/2018</b>						
009383	O	02/14/2018	Nebraska FCCLA		SLC	308.00
009385	O	02/14/2018	SIDELINES Bar & Grille			269.80
009382	O	02/14/2018	Jeff Keagle		BB Official	90.00
009384	O	02/14/2018	Greg Rump		BB Official	120.00
009381	O	02/14/2018	Tyson Bodlak		BB Official	90.00
009386	O	02/14/2018	Jeff Keagle			150.00
009380	V	02/14/2018	Steven Blocher		BB Official	0.00
009388	O	02/14/2018	Gary Eikmeier		BB Official	120.00
009387	O	02/14/2018	Steven Blocher		BB Official	120.00
009389	O	02/14/2018	Ben Stewart			240.00
009390	O	02/14/2018	Nebraska FBLA		SLC	1,395.00
<b>02/14/2018 Total:</b>						<b>2,902.80</b>
<b>02/15/2018</b>						
009392	O	02/15/2018	Wisner-Pilger High School		Entry Fee	193.00
009391	O	02/15/2018	Hanna Knox			12.80
009393	O	02/15/2018	Chartwells Dining Services		District 7 FCCLA Meals	197.57
009394	O	02/15/2018	Modern Drapery & Sewing			65.00
<b>02/15/2018 Total:</b>						<b>468.37</b>
<b>02/19/2018</b>						
009396	O	02/19/2018	West Point Beemer High School		BBB Sub District	5.00
009397	V	02/22/2018	West Point Beemer High School		Sub District	0.00
<b>02/19/2018 Total:</b>						<b>5.00</b>
<b>02/20/2018</b>						
009398	O	02/20/2018	West Point Beemer High School		Sub Districts	5.00
<b>02/22/2018</b>						
009405	O	02/22/2018	Wal-Mart Community			130.59
009402	O	02/22/2018	SIDELINES Bar & Grille		Pizza	296.78
009403	O	02/22/2018	Staples Credit Plan			242.46
009404	O	02/22/2018	VISA			3,680.43
009401	O	02/22/2018	Kristyna Muller		BB Clock	150.00
009399	O	02/22/2018	Lauren Barge		BB Books	150.00
009400	O	02/22/2018	Custom Sports			626.00
<b>02/22/2018 Total:</b>						<b>5,276.26</b>

SELECTED Data

# Check Summary Report

Arranged by:  
Check Date

Date: 09/01/2017 thru 03/02/2018

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
<b>02/27/2018</b>						
009407	O	02/27/2018	Norfolk High School		Speech	291.00
009408	O	02/27/2018	SIDELINES Bar & Grille			242.82
009406	O	02/27/2018	Dollar General			117.75
<b>02/27/2018 Total:</b>						<b>651.57</b>
<b>Report Total:</b>						<b>13,438.86</b>

Sarah Rusk  
704 W. 2<sup>nd</sup> St.  
Wakefield, NE 68784

Wakefield Community School  
Attn: Mark Bejot  
802 Highland St.  
Wakefield, NE 68784

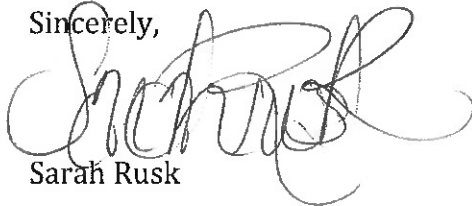
March 5<sup>th</sup>, 2018

Dear Mr. Bejot-

Please accept my letter of resignation for the position of Technology Coordinator and 7-12 Business Teacher at the end of the 2017-2018 school year. I have been given the opportunity to advance my career as the Elementary Principal for the Tekamah Herman School District.

While I am excited for the opportunity ahead, I am sad to leave behind a great school system. I have enjoyed my 12 years at Wakefield, and will miss working with a great staff and wonderful group of students. I will have many fond memories of Wakefield, and appreciate all that you, the school, and the community have done for my family and me. I wish the Trojans the best of luck in the future!

Sincerely,

A handwritten signature in cursive script, appearing to read 'Sarah Rusk', written in black ink. The signature is fluid and somewhat stylized, with a large initial 'S' and 'R'.

Sarah Rusk

**WAKEFIELD EDUCATION ASSOCIATION  
AND  
The WAKEFIELD BOARD OF EDUCATION  
2018-2019**

The following terms and conditions of employment are hereby agreed upon by the members of the Wakefield Education Association and the Wakefield board of Education as attested to by their duly appointed representatives.

1. Base salary \$35,790
2. EHA \$900/\$3,500 (HSA) health insurance benefits as outlined in Article V of this Agreement
3. BC/BS Dental coverage at "single" or "employee" rate. Coverage is PPO - 80% A & B with 50% C.
4. Cash-in-lieu of health insurance is \$5,200 annually.
5. The district will provide every certified employee with a \$50,000 term life policy with accidental death and dismemberment with continued insurability to age 70. Seniors at age 70 will have a guaranteed life option conversion at a higher rate.
6. Modification of Article 6, Section B, Subsection 1e, Sick Leave Bank: Teacher contribution of one day remains in the sick leave bank and teachers may refill the bank by adding days when the aggregate number of days drops below 40 hours. Teachers desiring to join the bank may do so by giving one day to the sick bank at the time of joining.
7. Revise language in Article VI - Temporary Leaves of Absence, Section B., Subsection 1a. Sick leave will be 10 days per year accumulating to 50 days. **Teachers will be paid \$30.00 per day for all days they go above the fifty (50) days accumulated sick leave at the start of each contract year.** Upon leaving the system, each teacher will be allowed \$10 for each unused sick leave day. After ten years of service the rate for each unused sick leave day will be \$50 day.
8. Add School Mascot Sponsor to the 2018-2019 Extra Duty Schedule at a flat rate of \$1,000 per year.
9. Add Summer Weightlifting Supervision to Extra Duty Schedule at a flat rate of 12% to be divided between four coaches.

**Board of Education**

**Wakefield Education Association**

\_\_\_\_\_  
**Board President**

\_\_\_\_\_  
**WEA President**

**Labor Relations**

**WEA Representatives**

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<b>\$35,790</b>	<b>2017-18</b>	<b>2018-19</b>	<b>\$ Difference</b>	<b>% Difference</b>
Salary	2,240,640.50	2,328,497.40	87,856.90	3.921%
Extra Duty Pay	106,213.65	112,030.77	5,817.12	5.477%
Benefits (Insurance)	606,571.98	606,571.98	0.00	0.000%
FICA/FICM	183,512.34	190,678.40	7,166.06	3.905%
Retirement	231,817.56	241,070.49	9,252.93	3.991%
Life Insurance	5,031.00	5,031.00	0.00	0.000%
Cash Option	52,000.00	52,000.00	0.00	0.000%
<b>Total</b>	<b>\$ 3,425,787.03</b>	<b>\$ 3,535,880.04</b>	<b>\$ 110,093.01</b>	<b>3.214%</b>

# *NEGOTIATED AGREEMENT*

BETWEEN  
WAKEFIELD COMMUNITY SCHOOLS  
WAKEFIELD, NEBRASKA

AND  
WAKEFIELD EDUCATION ASSOCIATION

FOR THE ACADEMIC YEAR

2018-2019

## **PREAMBLE**

This Agreement is made and entered into this 13th day of February 2018 by and between the Board of Education of Wakefield Community Schools, in the State of Nebraska, herein referred to as the "School" as the context may require, and Wakefield Education Association, herein referred to as the "Association".

## **GENERAL PURPOSE**

The Board and the Association recognize the need to develop a quality educational program for the children in Wakefield. It is a joint responsibility that can best be achieved by agreement that all parties work toward common goals. The public officials and the Association enter into this Agreement with mutual dedication, recognizing that the experience, creativity, and judgment of all parties are necessary to reach the educational needs of the community.

## **TERM**

This Agreement shall set forth the terms and conditions of employment between the Board and the Association for the school year 2018-2019 and shall continue in full force and effect until superseded by a new Agreement executed by the parties or until superseded in whole or in part by an appropriate final order of the Commission of Industrial Relations.

## **PRESUMPTION OF NEGOTIATION**

It is agreed by and between the parties to this Agreement that the entire contents of the Negotiated Agreement consist of matters agreed to whether in this contract year or in previous contract years. It shall be presumed that the entire contents of this Agreement have been negotiated by and between the parties and it shall further be presumed that none of the contents of this Agreement have been unilaterally placed in the Agreement by either party.

## **ARTICLE I - Recognition**

The Board recognizes, for the term of this Agreement, that the Association is the exclusive and sole negotiating representative for all teachers employed by the School. Teachers shall mean all certified teacher personnel employed by the School.

## **ARTICLE II - Teacher Rights**

- A. Nothing contained in this Agreement shall be construed to deny any teacher or the Board those rights provided under Nebraska Law or other applicable laws and regulations.
- B. The Board will not discriminate against any teacher with respect to terms and conditions of employment by reason of his/her membership in the Association and its affiliates, his/her participation in the Association and its affiliates, his/her participation in collective negotiations with the Board, or his/her institution of a grievance under the terms of this Agreement.

## **ARTICLE III - Association Rights**

### **A. COLLECTIVE BARGAINING**

1. The Board and the Association have a mutual responsibility to monitor the administration of the provisions of this Agreement so that all certificated employees covered by its terms receive appropriate compensation and benefits.
2. Annually, by September 15, the School shall provide the Association a report showing the placement of each teacher on the salary schedule, and fringe benefits provided.
3. If the Association believes that any member covered under the master agreement is not being appropriately compensated in accordance with this Agreement, it shall notify the Wakefield School Superintendent of the claimed deviation within fifteen (15) days following receipt of the report.

### **B. ASSOCIATION USE OF SCHOOL PROPERTY**

1. Representatives of the Association and its affiliates shall be allowed to conduct Association business on School property after normal school hours, provided such business does not cause undue interruption of the School's program.
2. The Association shall be allowed the use of School buildings for meetings, provided such use does not result in unscheduled maintenance costs, in which case an appropriate fee for such use shall be negotiated between the parties to this Agreement.
3. The Association will be allowed the use of School equipment including computers, copiers, audio-visual equipment, and other standard office equipment, provided that the Board may assess the Association a reasonable fee for use of expendable supplies consumed during such use.
4. Upon administrative approval, the Association may request secretarial assistance. Labor expenses will be billed to the Association at actual cost of individual employee.

### **C. ASSOCIATION USE OF SCHOOL'S COMMUNICATION SYSTEMS**

1. The Association and its members shall be allowed to make reasonable use of the school's communication systems, including teachers' mailboxes, teacher bulletins, intercom, e-mail, telephones, fax machines, etc; provided however, use of communication systems incurring a toll charge or other expenditure of school funds shall not be used without prior administrative approval and reimbursement to the school associated with such use. Use of the school's communication systems shall not cause unnecessary interruption of school programs.

### **D. PAYROLL DEDUCTIONS**

1. Upon written authorization from the employee, the School will make employee salary deductions and appropriate remittance for health insurance, life insurance, and other payroll deductions not specifically named. These deductions must be requested no later than the end of the month prior to the date of payroll preparation for the month in which the deduction is to begin.

## **ARTICLE IV - Contracts/Salary Schedule**

### **A. ISSUANCE OF CONTRACTS**

1. Contractual agreements between certified staff and the Board of Education will follow state statutes. Contracts not returned, or returned unsigned, will constitute authorization for the Board of Education to hire a replacement.

## B. SALARY SCHEDULE

1. Full-time Employees: The salary schedule for regular full-time employees covered by this Agreement are set forth in the appendix attached hereto and made part of this Agreement as "EXHIBIT B". "EXHIBIT B" shall consist of a salary schedule for instructional staff members for the contract year of 2018-19.
2. Part-time Employees: The salaries of regular part-time employees covered by this Agreement will be at a ratio proportionate to their part-time service. (Example: A certificated employee carrying a .50 work assignment for a full contract year will be paid .50 of the salary indicated on "EXHIBIT B" for education and experience level.)
3. The salary schedule covers regular assigned teaching loads and other assigned duties that are considered necessary by the administration. Assigned duties are defined as those that all teachers share without extra pay.
4. Supplemental Programs:
  - a. Service under supplemental and/or summer programs shall be voluntary on the part of any employee.
  - b. Opportunity for employment under supplemental and/or summer programs shall be extended to current employees before any others may be employed for such service.
  - c. Supplemental contracts will be written for supplemental and/or summer programs.
  - d. The rate of pay for all days worked beyond 185 shall be paid on a per diem basis based on the employee's regular contract.
5. Salary Schedule Definitions:
  - a. B.A. Lane: shall mean any baccalaureate degree granted by an accredited college or university on the basis of an approved program of studies.
  - b. B.A. + 9, B.A. + 18, and B.A. + 27 Lanes: Shall mean any baccalaureate degree granted by an accredited college or university on the basis of an approved program of studies, as well as the accumulation of nine (9), eighteen (18), or twenty-seven (27) additional graduate level semester hours of study earned at an accredited institution.
  - c. B.A. + 36 or M.A. Lane: Shall mean any baccalaureate degree granted by an accredited college or university on the basis of an approved program of studies, as well as the accumulation of thirty-six (36) additional graduate level semester hours of study earned at an accredited institution or any Masters Degree granted by an accredited college or university on the basis of an approved program of studies.
  - d. M.A. + 12 or M.A. + 24, and M.A. + 36 Lanes: Shall mean any Masters Degree granted by an accredited college or university on the basis of an approved program of studies, as well as the accumulation of twelve (12), twenty-four (24), or thirty-six (36) additional graduate level semester hours of study earned at an accredited institution.
  - e. For purposes of interpreting a. through d. above, it shall be assumed generally that the phrase "... additional graduate level semester hours of study..." means hours of study related to the field in which an individual is employed, or a Master Program that relates to their teaching field/professional advancement, or taking graduate level semester hours needed to earn an additional endorsement that benefits the district. Undergraduate or non-field related hours of study may be granted, for purposes of salary schedule placement, provided such hours of study are judged to be of direct benefit to the district, as determined by the Superintendent after consultation with the faculty member.
  - f. Teachers must furnish the Superintendent with college transcripts by September 1 for the teacher to qualify to move horizontally on the salary schedule. If an institution will not issue an official transcript by September 1, the teacher must provide the Superintendent with

written confirmation or grade report by September 1 from a college official attesting that the teacher has satisfactorily completed the courses.

C. PLACEMENT ON THE SALARY SCHEDULE

1. Adjustment to Salary Schedule: Each employee shall be placed at the proper step and lane of the salary schedule as of the effective date of this Agreement.
2. Placement in Writing: All certificated staff shall be notified in writing of their placement on the salary schedule at the time they sign their contracts.
3. In lieu of a subsequent and superseding Agreement, all employees shall be given credit for years of service and horizontal movement as they become eligible for such placement.

D. ADVANCEMENT ON SALARY SCHEDULE

1. Vertical Movement:
  - a. A teacher may move only one step vertically on the salary schedule in any year.
  - b. For purposes of determining such increments, a year of service consists of employment for consecutive working days equaling fifty percent (50%) or more of the working days in the contract year. Employees working less than fifty percent (50%) of the contract year will be eligible to move every other year.
2. Horizontal Movement: Teachers who wish to advance horizontally on the salary schedule must notify the Superintendent in writing prior to April 1st of the preceding school year. Horizontal movement will be limited to one column per year.

E. METHOD OF PAYMENT

1. Pay Periods: Teacher shall be paid in twelve (12) monthly installments. Every effort will be made to insure that employees receive salary payment on the fifteenth (15th) of each month. When a payday falls on or during a school holiday, vacation, or weekend, the School will use every reasonable means to insure that employees receive their paychecks on the last previous workday.
2. Deduction of Absence: Compensation deductions for each day of absence from duty for reasons not allowable under this Agreement shall be determined by a fraction of which the numerator is one (1) and the denominator is the total number of contract days of employment for the respective employee. Deductions may be made the month following such absence.

F. BASE SALARY

1. The base salary for the 2018-2019 year for certified staff members, applicable to the 1.000 index as indicated by the appropriate schedule in "EXHIBIT B" shall be \$35,790 for a 185-day regular contract. The computation of salaries shall be for the period September 1, 2018 through August 31, 2019.

G. EXTRA DUTY PAY

1. Extra duty assignments will be based on a percentage of the base pay as indicated by the appropriate schedule - see "EXHIBIT C".

H. TEACHING DUAL CREDIT COURSES

1. A \$50 per student stipend per semester will be paid for teaching dual credit courses.

## ARTICLE V - Insurance

### A. DISABILITY INSURANCE

1. Each eligible employee shall have the option to be covered by a group long-term disability insurance program according to the terms of the program agreed to by the parties. The policy provided shall be the "Protector Plus: with an elimination period equal to the end of accumulated sick leave. The premium of .0056 [b1] of gross wages will be a monthly employee payroll deduction.

### B. HEALTH & MAJOR MEDICAL INSURANCE

1. Each eligible employee shall be provided with the Educators Health Alliance Plan \$900, \$3,500 deductible HSA Dual Choice Plan PPO Health and major medical insurance coverage pursuant to the terms set forth below and in accordance with the terms of the program agreed to by the parties. Each eligible employee shall be provided with the EHA PPO Dental Coverage - 80% A & B with 50% C coverage. Any new insurance program negotiated and agreed to by the parties must provide a delineation of risks assumed for excluded preexisting conditions.
2. School paid health insurance benefits of:
  - a. \$1,742.89 per month for full-time certificated staff choosing employee, spouse, and child(ren) health and employee dental health insurance; OR
  - b. \$1,305.32 per month for full-time certificated staff choosing employee and spouse health and employee dental health insurance; OR
  - c. \$1,153.35 per month for full-time certificated staff choosing employee and child(ren) health and employee dental health insurance; OR
  - d. \$636.60 per month for full-time certificated staff choosing employee health and employee dental health insurance; OR
  - e. \$433.33 per month for full-time certificated staff as a cash option if not choosing to receive a health/dental insurance benefit. Employees choosing this option must provide verification of alternative health insurance coverage.
  - f. Married couples with qualifying dependents who are both full-time certificated staff employed by the district will be provided one employee, spouse, and child(ren) health and single dental health insurance plan of \$1,742.89 per month plus one cash option of \$433.33 per month.
  - g. Married couples without qualifying dependents who are both full-time certificated staff employed by the district will be provided one employee/spouse health and single dental health insurance plan of \$1,305.32 per month plus one cash option of \$433.33 per month.
  - h. \$1,475.00 per month for full-time certificated staff choosing \$3,500 Deductible Health Savings Account (HSA) employee, spouse, and child(ren) health and employee dental health insurance; monthly health savings monies of \$267.89 will be electronically deposited in HSA account of the employees choice, OR
  - i. \$1,105.82 per month for full-time certificated staff choosing \$3,500 Deductible Health Savings Account (HSA) employee and spouse health and employee dental health insurance; monthly health savings monies of \$199.50 will be electronically deposited in HSA account of the employees choice, OR
  - j. \$977.60 per month for full-time certificated staff choosing \$3,500 Deductible Health Savings Account (HSA) employee and child(ren) health and employee dental health insurance; monthly health savings monies or \$175.75 will be electronically deposited in HSA account of the employees choice, OR

- k. \$541.59 per month for full-time certificated staff choosing \$3,500 Deductible Health Savings Account (HSA) employee health and employee dental health insurance; monthly health savings monies of \$95.01 will be electronically deposited in HSA account of the employees choice, OR
  - l. Married couples with qualifying dependents who are both full-time certificated staff employed by the district choosing \$3,500 Deductible Health Savings Account (HSA) will be provided one employee, spouse, and child(ren) health and employee dental health insurance plan of \$1,475.00 monthly plus health savings monies of \$267.89 will be electronically deposited in HSA account of the employees choice per month; plus one cash option of \$433.33 per month.
  - m. Married couples without qualifying dependents who are both full-time certificated staff employed by the district choosing \$3,500 Deductible Health Savings Account (HSA) will be provided one employee/spouse health and single dental health insurance plan of \$1,105.82 per month plus health savings monies of \$199.50 will be electronically deposited in HSA account of the employees choice per month; plus one cash option of \$433.33 per month.
  - n. Employees electing to switch to the \$3,500 HSA Plan will begin on 1/1/2019. Employees may switch plans on an annual basis.
3. In the event that the district is assessed a surcharge by Blue Cross/Blue Shield for not meeting the Educator's Health Alliance Underwriting Rules, the district will only pay the health insurance premiums as listed in #2 above.
    - a. If the school is assessed a surcharge by Blue Cross/Blue Shield for not meeting the Educator's Health Alliance Underwriting Rule #1, the certified staff member shall remain eligible for benefits under the EHA. The cost of the surcharge will be assessed equally to every certified staff member in the subgroup. The certified staff members' share will be paid through a monthly payroll deduction.
    - b. If the school is assessed a surcharge by Blue Cross/Blue Shield for not meeting the Educators; Health Alliance Underwriting Rule #2, the certified staff member shall remain eligible for benefits under the EHA. The cost of the surcharge will be assessed equally to every certified staff member in the subgroup. The certified staff members' share will be paid through a monthly payroll deduction.
    - c. If the school is assessed a surcharge by Blue Cross/Blue Shield for not meeting the Educator's Health Alliance Underwriting Rule #3, the certified staff member shall remain eligible under the EHA. The cost of the surcharge will be paid by the district.
  4. Employees whose terms of work are less than full-time shall have premiums paid in proportion to the time worked in relation to full-time employment; further, payroll deductions shall be authorized in an amount equal to the total premium less an amount authorized for payment by the Board.
  5. Once the cash option has been chosen by an employee, it will remain in effect for the entire school year.
  6. All insurance programs provided by the Board shall be for twelve (12) consecutive months.

C. LIFE INSURANCE

1. The district will provide every certified employee with a \$50,000 term life policy including accidental death and dismemberment with continued insurability to age 70. Seniors at age 70 will have a guaranteed life option conversion at a higher premium rate.

## ARTICLE VI - Temporary Leaves of Absence

### A. FORMS OF AUTHORIZED TEMPORARY LEAVE:

Sick, Bereavement/Funeral, Person, Civil, and Professional are all form of authorized temporary leave.

1. The Superintendent or designee shall maintain a record for each employee accounting for time worked and for all absences from work. Such records must be maintained in order to serve as documentary evidence to support and justify authorized absences.
2. At the end of each school year, each employee shall be informed of the balances of leave accrued and unused.
3. All requests for leaves of absence shall be submitted in writing to the Superintendent or designee in advance of the anticipated absence except in such circumstances of illness or emergency that may preclude advance knowledge. In such cases a verbal or telephonic means of request is acceptable. A follow-up written notification of illness or emergency shall be submitted to the School Superintendent or designee upon request.
4. Failure to comply with #3, above, may result in loss of pay.
5. Only sick leave is cumulative; all others are for annual periods as noted.
6. Employees may accrue up to the number of leave days listed for each category below. If this Agreement allows an employee to carry forward a particular category of accrued paid leave days, he/she shall receive additional days of paid leave for the next contract year to bring the total of accrued days to the applicable number of days listed for the relevant category of paid leave. In no event shall any employee receive additional days beyond the maximum accrual cap listed in each leave type.

### B. AUTHORIZED LEAVES

#### 1. Sick Leave:

- a. Sick leave will be 10 days per year accumulating to 50 days. Teachers will be paid \$30.00 per day for all days they go above the fifty (50) days accumulated sick leave at the start of each contract year. Upon leaving the system, each teacher will be allowed \$10 for each unused sick leave day. After ten years of service the rate for each unused sick leave day will be \$50 per day.
- b. Sick leave shall be used in the event of an employee illness/injury or an illness/injury to any member of a teacher's immediate family requiring the personal attendance of that teacher. (Immediate family is defined as wife, husband, son, daughter, mother, father, sister, brother, grandparent, grandchild, parent of spouse, son-in-law, daughter-in-law or child of spouse.) An online leave request shall be filled out upon returning stating the reason for the absence.
- c. Absence due to illness, disability, or injury and which extends beyond the allowances provided for in this section may be authorized as Administrative leave without pay. Teachers shall take days without pay equal to 1/185 of their contracted compensation for each day they are absent in excess of their allotted time.

d. Voluntary Contribution of Sick Leave:

Definitions:

Major medical illness/medical emergency - A major medical illness/medical emergency is defined as i.e. hospitalization, accident, emergency surgery, etc.

Immediate family - Immediate family is defined as spouse, child/foreign exchange student, grandchild, parent, and current mother/father-in-law.

Voluntary Contribution of Sick Leave Guidelines.

1. Participation is voluntary.
  2. Membership is acquired by agreeing to donate one (1) day, or percentage of a day which represents the FTE of the teacher's contract, to the Voluntary Contribution of Sick Leave Program. The completion of the "Voluntary Contribution of Sick Leave Intent Form" by September 1st of the contract year is necessary for participation.
  3. Membership is available to all teachers willing to contribute a day.
  4. Applicants are limited to receiving days from the Voluntary Contribution of Sick Leave Program to two (2) out of five (5) consecutive years.
  5. Applications for drawing from the Voluntary Contribution of Sick Leave Program can be obtained from and must be submitted to the Superintendent's office.
  6. A teacher must exhaust all of their available sick leave benefit days and personal days before applying for up to ten (10) additional days in the Voluntary Contribution of Sick Leave Program.
  7. A teacher may not draw from the Voluntary Contribution of Sick Leave Program after thirty (30) contract days of absence in one contract year except in the case of maternity or adoption. Staff returning from maternity leave or adoption and have used all available sick leave/personal days may request up to five (5) days from the Voluntary Contribution of Sick Leave Program for illness and well-baby checkups. Teachers are encouraged to purchase long-term disability insurance to cover extended illness.
  8. Granting days from the Voluntary Contribution of Sick Leave Program will be the responsibility of the Superintendent.
  9. The reimbursement to individual teachers for the number of contributed days will be made at the end of the academic year.
  10. Only the amount of voluntarily contributed days will be available for distribution each school year.
  11. If there are more requests for contributed days than there are contributed days available, staff members will receive only a portion of days they have requested.
  12. Teacher contribution of one day remains in the sick leave bank and teachers may refill the bank by adding days when the aggregate number of days drops below 40 hours. Teachers desiring to join the bank may do so by giving one day to the sick bank at the time of joining.
  13. The voluntary contribution of sick leave days is not intended to be used for family members who have a cold, the flu, or other common illnesses.
2. Funeral/Bereavement Leave:
- a. Each teacher will be allowed a maximum of two bereavement days per year without loss of pay. Bereavement days expire if not used by the end of the school year and cannot be converted for other uses.
  - b. In the event of the death of a family member, each teacher will be allowed the option to use

- these two bereavement days, as well as additional sick leave. A combination of bereavement and sick days, not to exceed a total of 5 days, may be used per occurrence in the event of the death of the following family members: wife, husband, son, daughter, mother, father, sister, brother, brother-in-law, sister-in-law, grandparent, or grandchild. A combination of bereavement and sick days, not to exceed a total of 3 days, may be used per occurrence in the event of the death of the following family members: mother-in-law, father-in-law, son-in-law, and daughter-in-law or the child of a spouse. A combination of bereavement and sick days, not to exceed a total of 2 days, maybe used per occurrence in the event of the death of the following family members: aunt, uncle, niece, nephew or cousin. One additional sick day may be allowed for travel purposes if the services are held outside of a 100-mile radius of Wakefield.
- c. After the two allotted bereavement days have been expended, additional bereavement leave requested for non-family members may be granted and will be taken without pay.
3. Personal Leave:
    - a. Two (2) days of personal leave will be granted to each employee per year.
    - b. An additional day of personal leave will be granted to each employee per year for staff who achieved twenty-five years of service or more.
    - c. Allows the banking of two personal days to a maximum of 4 personal days in one year. This leave may not be taken immediately preceding or following a regularly scheduled vacation period.
    - d. Teachers will be reimbursed \$50 per day for unused personal days at the end of the school year not to exceed a total reimbursement of \$100.00 per year.
    - e. Carryover and reimbursement of personal days will be limited to whole day amounts.
    - f. Notification of personal leave shall be made at least five (5) days in advance to the building Principal or Superintendent before taking such leave (except in emergencies) and will be contingent upon securing a substitute.
    - g. The administration has the discretion to deny personal leave request if more than three (3) teachers request the same days for personal leave.
  4. Professional Leave:
    - a. Teachers in the Wakefield School system will be allowed professional leave with administrative approval.
    - b. Each full-time teacher will have access to \$100 per year for administratively approved professional development. Prior administrative approval shall be required for all professional development. Funds not expended by individual staff members for approved activities cannot be re-appropriated.
  5. Civil Leave:
    - a. Jury Duty: If an employee is called to serve as a juror, he/she shall be entitled to paid civil leave by the district, provided, the employee returns any jury duty compensation to the district. Employees will return to work when not actually serving as a juror on a daily basis.
    - b. Court Appearances A: Time spent by employees appearing in court as a function of their job shall be considered as hours worked. All witness fees and reimbursements received as a result of these court appearances shall be returned to the school district.
    - c. Court Appearances B: Employees attending court as a plaintiff, defendant, or witness on non-work related matters, may use personal leave time. In the event the employee is subpoenaed for non-work related matters and does not have personal leave time, the Superintendent shall grant a leave of absence. Any witness fees paid to the employee for these court appearances shall be kept by the employee.

**ARTICLE VII - Miscellaneous Provisions**

**A. NONDISCRIMINATION**

The Board and the Association agree that there shall be no discrimination, and that all practices, procedures, and policies of the School shall clearly exemplify that there is no discrimination in the hiring, training, assignment, promotion, transfer, or discipline of teachers in the application or administration of this Agreement on the basis of race, creed, color, religion, national origin, sex, domicile, or marital status.

**B. BOARD POLICY**

This Agreement constitutes Board policy for the term of said Agreement, and the Board shall carry out the commitments contained herein and give them full force and effect as Board Policy. The personnel grievance procedure is outlined in the Board of Education Policy manual and is also available in the Teacher's handbook.

**C. SEPARABILITY**

If any provision of this Agreement or any application of this Agreement to any employee or group of employees is held to be contrary to law, then such provisions or applications shall continue in full force and effect.

**D. COMPLIANCE BY INDIVIDUAL CONTRACT & NEGOTIATED AGREEMENT**

Any individual contract between the Board and individual teacher, heretofore or hereafter executed, shall be subject to and consistent with the terms and conditions of this Agreement. If an individual contract contains any language inconsistent with this Agreement, this Agreement during its duration shall be controlling. Nothing in this Agreement shall prohibit the Board from contracting with any individual employee for compensation in excess of the sums due pursuant to the Negotiated Agreement.

**E. NOTICE**

Whenever any notice is required to be given by either of the parties to this Agreement to the other, pursuant to the provisions of this Agreement, either party shall do so by letter at the following address: Wakefield Community Schools, PO Box 330, Wakefield, NE 68784-0330.

**F. NEW EMPLOYEE MOVING EXPENSE**

District will be allowed to pay up to \$1,500 moving expense allowance to newly hired teachers.

**ARTICLE VIII - EXECUTION OF AGREEMENT**

By executing this Agreement, the representative of each party hereto affirmatively represents to the other party that he/she has been authorized to execute this Agreement, following its ratification and approval by the Association, or the Board, as the case may be.

\_\_\_\_\_  
Association Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Representative

\_\_\_\_\_  
Date

**WAKEFIELD EDUCATION ASSOCIATION  
AND  
The WAKEFIELD BOARD OF EDUCATION  
2018-2019**

The following terms and conditions of employment are hereby agreed upon by the members of the Wakefield Education Association and the Wakefield board of Education as attested to by their duly appointed representatives.

1. Base salary \$35,790
2. EHA \$900/\$3,500 (HSA) health insurance benefits as outlined in Article V of this Agreement.
3. BC/BS Dental coverage at "single" or "employee" rate. Coverage is PPO - 80% A & B with 50% C.
4. Cash-in-lieu of health insurance is \$5,200 annually.
5. The district will provide every certified employee with a \$50,000 term life policy with accidental death and dismemberment with continued insurability to age 70. Seniors at age 70 will have a guaranteed life option conversion at a higher rate.
6. Modification of Article 6, Section B, Subsection 1e, Sick Leave Bank: Teacher contribution of one day remains in the sick leave bank and teachers may refill the bank by adding days when the aggregate number of days drops below 40 hours. Teachers desiring to join the bank may do so by giving one day to the sick bank at the time of joining.
7. Revise language in Article VI - Temporary Leaves of Absence, Section B., Subsection 1a. Sick leave will be 10 days per year accumulating to 50 days. **Teachers will be paid \$30.00 per day for all days they go above the fifty (50) days accumulated sick leave at the start of each contract year.** Upon leaving the system, each teacher will be allowed \$10 for each unused sick leave day. After ten years of service the rate for each unused sick leave day will be \$50 day.
8. Add School Mascot Sponsor to the 2018-2019 Extra Duty Schedule at a flat rate of \$1,000 per year.
9. Add Summer Weightlifting Supervision to Extra Duty Schedule at a flat rate of 12% to be divided between four coaches.

**Board of Education**

**Wakefield Education Association**

\_\_\_\_\_  
**Board President**

\_\_\_\_\_  
**WEA President**

**Labor Relations**

**WEA Representatives**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**2018-19 SALARY SCHEDULE**

**EXHIBIT B**

BASE: \$35,790.00

INCREMENTS AT 4% X 4%

<u>STEP</u>	<u>BA</u>	<u>BA+9</u>	<u>BA+18</u>	<u>BA+27</u>	<u>BA+36 or MA</u>	<u>MA+12</u>	<u>MA+24</u>	<u>MA+36</u>
1	35,790.00	37,221.60	38,653.20	40,084.80	41,516.40	42,948.00	44,379.60	45,811.20
	1.00	1.04	1.08	1.12	1.16	1.20	1.24	1.28
2	37,221.60	38,653.20	40,084.80	41,516.40	42,948.00	44,379.60	45,811.20	47,242.80
	1.04	1.08	1.12	1.16	1.20	1.24	1.28	1.32
3	38,653.20	40,084.80	41,516.40	42,948.00	44,379.60	45,811.20	47,242.80	48,674.40
	1.08	1.12	1.16	1.20	1.24	1.28	1.32	1.36
4	40,084.80	41,516.40	42,948.00	44,379.60	45,811.20	47,242.80	48,674.40	50,106.00
	1.12	1.16	1.20	1.24	1.28	1.32	1.36	1.40
5	41,516.40	42,948.00	44,379.60	45,811.20	47,242.80	48,674.40	50,106.00	51,537.60
	1.16	1.20	1.24	1.28	1.32	1.36	1.40	1.44
6	42,948.00	44,379.60	45,811.20	47,242.80	48,674.40	50,106.00	51,537.60	52,969.20
	1.20	1.24	1.28	1.32	1.36	1.40	1.44	1.48
7	44,379.60	45,811.20	47,242.80	48,674.40	50,106.00	51,537.60	52,969.20	54,400.80
	1.24	1.28	1.32	1.36	1.40	1.44	1.48	1.52
8	45,811.20	47,242.80	48,674.40	50,106.00	51,537.60	52,969.20	54,400.80	55,832.40
	1.28	1.32	1.36	1.40	1.44	1.48	1.52	1.56
9		48,674.40	50,106.00	51,537.60	52,969.20	54,400.80	55,832.40	57,264.00
		1.36	1.40	1.44	1.48	1.52	1.56	1.60
10			51,537.60	52,969.20	54,400.80	55,832.40	57,264.00	58,695.60
			1.44	1.48	1.52	1.56	1.60	1.64
11				54,400.80	55,832.40	57,264.00	58,695.60	60,127.20
				1.52	1.56	1.60	1.64	1.68
12				55,832.40	57,264.00	58,695.60	60,127.20	61,558.80
				1.56	1.60	1.64	1.68	1.72
13					58,695.60	60,127.20	61,558.80	62,990.40
					1.64	1.68	1.72	1.76
14						61,558.80	62,990.40	64,422.20
						1.72	1.76	1.80

**2018-19  
EXTRA DUTY SCHEDULE**

BASE \$35,790.00

EXHIBIT C

	<b>EXTRA DUTY CHART</b>	<b>YEAR 1</b>	<b>YEAR 2</b>	<b>YEAR 3</b>	<b>YEAR 4</b>	<b>YEAR 5</b>	<b>YEAR 6</b>	<b>YEAR 7</b>
12%	HEAD GIRLS BASKETBALL HEAD BOYS BASKETBALL HEAD VOLLEYBALL HEAD FOOTBALL HEAD TRACK HEAD WRESTLING	<b>12.00%</b> 4,294.80	<b>12.33%</b> 4,412.91	<b>12.67%</b> 4,534.59	<b>13.00%</b> 4,652.70	<b>13.33%</b> 4,770.81	<b>13.67%</b> 4,892.49	<b>14.00%</b> 5,010.60
8%	SPEECH INSTRUMENTAL MUSIC/VOCAL	<b>8.00%</b> 2,863.20	<b>8.33%</b> 2,981.31	<b>8.67%</b> 3,102.99	<b>9.00%</b> 3,221.10	<b>9.33%</b> 3,339.21	<b>9.67%</b> 3,460.89	<b>10.00%</b> 3,579.00
6%	ASST GIRLS BASKETBALL ASST BOYS BASKETBALL ASST FOOTBALL ASST GIRLS TRACK ASST BOYS TRACK ASST VOLLEYBALL ASST WRESTLING HEAD BOYS GOLF HEAD GIRLS GOLF ANNUAL	<b>6.00%</b> 2,147.40	<b>6.33%</b> 2,265.51	<b>6.67%</b> 2,387.19	<b>7.00%</b> 2,505.30	<b>7.33%</b> 2,623.41	<b>7.67%</b> 2,745.09	<b>8.00%</b> 2,863.20
4%	ONE ACT PLAY JUNIOR CLASS ASST SPEECH	<b>4.00%</b> 1,431.60	<b>4.33%</b> 1,549.71	<b>4.67%</b> 1,671.39	<b>5.00%</b> 1,789.50	<b>5.33%</b> 1,907.61	<b>5.67%</b> 2,029.29	<b>6.00%</b> 2,147.40
3.5%	JH GIRLS BASKEBALL JH BOYS BASKETBALL JH FOOTBALL JH VOLLEYBALL JH BOYS TRACK JH GIRLS TRACK	<b>3.50%</b> 1,252.65	<b>3.83%</b> 1,370.76	<b>4.17%</b> 1,492.44	<b>4.50%</b> 1,610.55	<b>4.83%</b> 1,728.66	<b>5.17%</b> 1,850.34	<b>5.50%</b> 1,968.45
3%	FCCLA FBLA NHS ART CLUB	<b>3.00%</b> 1,073.70	<b>3.33%</b> 1,191.81	<b>3.67%</b> 1,313.49	<b>4.00%</b> 1,431.60	<b>4.33%</b> 1,549.71	<b>4.67%</b> 1,671.39	<b>5.00%</b> 1,789.50
1.75%	ASST JH COACH	<b>1.75%</b> 626.33	<b>2.08%</b> 744.43	<b>2.41%</b> 862.54	<b>2.74%</b> 980.65	<b>3.07%</b> 1,098.75	<b>3.40%</b> 1,216.86	<b>3.73%</b> 1,334.97
1%	HOMECOMING STUCO - ELEM or HS	<b>1.00%</b> 357.90	<b>1.33%</b> 476.01	<b>1.67%</b> 597.69	<b>2.00%</b> 715.80	<b>2.33%</b> 833.91	<b>2.67%</b> 955.59	<b>3.00%</b> 1,073.70
FLAT	SUMMER WEIGHTLIFTING <i>TO BE DIVIDED BETWEEN 4 COACHES</i>	<b>12.00%</b> 4,294.80						
FLAT	10TH GRADE SPONSOR	<b>2.00%</b> 715.80						
FLAT	SENIOR CLASS SPONSOR 7th, 8th, 9th GRADE SPONSOR	<b>1.00%</b> 357.90						
FLAT	CONCESSIONS	\$1,100						
FLAT	LIL' TROY SPONSOR	\$1,000						



# Educational Service Unit #1

"Providing Innovation, Leadership and Service"

211 Tenth Street • Wakefield, NE 68784-5014

402.287.2061 • Fax 402.287.2065

www.esu1.org

Dr. Bill Heimann, Administrator



SERVING: CEDAR • DAKOTA • DIXON • KNOX • THURSTON • WAYNE COUNTIES

## 2018-19 SERVICE CONTRACT

This Agreement is made and entered into by and between District No. 560, a/k/a Wakefield Community School ("School District") and Educational Service Unit #1 ("ESU #1").

For good and valuable consideration, School District and ESU #1 agree as follows:

**1. Term of Agreement.** The term of this Contract shall commence August 1, 2018 and end July 31, 2019. In the event of a material breach of this Contract by either of the parties, the non-breaching party may give a notice of the breach to the other party and, in the event the breach is not cured within twenty days of the notice, immediately cancel or rescind this Contract.

**2. Services.** ESU #1 shall deliver the services described in the attached Exhibit "A" to School District. The services shall be provided in compliance with applicable legal requirements. ESU #1 reserves the right to assign such personnel to deliver the contracted services as it determines appropriate and reserves the right, in its sole discretion, to make all personnel, administrative, and operational decisions with respect to ESU #1 operations and services which do not directly impair it from providing the contracted services pursuant to this Contract. It is agreed that in the event ESU #1 determines in its discretion that it is not able to reasonably provide a particular service or services set forth in Exhibit "A," ESU #1 may give notice of such to School District and cease providing such service or services, in which event School District shall not be required to pay for such service or services to the extent such are not delivered. Such event shall not affect the responsibilities of ESU #1 or School District related to providing and paying for the other services set forth in Exhibit "A."

**3. Payment for Services.** ESU #1 shall, in good faith, determine its costs incurred or to be incurred in connection with the contracted services in accordance with internal cost accounting systems, methods and techniques deemed appropriate by ESU #1. The estimated costs set forth in the attached Exhibit "A" are estimates only and shall not serve as a limit to the amount due to ESU #1. Upon determination of such costs, ESU #1 shall submit to School District a quarterly statement setting forth the amount due to ESU #1 from School District in accordance with this Contract. Such amount shall be due and payable upon receipt by School District.

**4. Indemnification.** School District hereby agrees to indemnify, defend, and hold ESU #1 harmless from any and all costs and liabilities arising from performance under this Contract, including but not limited to damages and other monetary remedies, and attorney fees and costs incurred, except for intentional wrongdoing or negligence by ESU #1 or its employees or agents. The foregoing indemnification obligation shall continue notwithstanding the expiration or termination of this Contract.

**5. E-Verify.** ESU #1 shall use a federal immigration verification system to determine the work eligibility status of new (October 1, 2009 and thereafter) employees physically performing services within the State of Nebraska.

**6. Relationship.** It is agreed that the parties are independent contractors and that neither party or their employees or agents shall be deemed by virtue of this Contract to be employees of the other party.

**7. Authority.** The terms of this Contract set forth the entire agreement of the parties with respect to the subject matter of this Contract; there are no other agreements, written or oral, except those which are set forth or specifically referenced in this Contract. This Contract may be amended only by a duly approved written amendment or addendum. This Contract shall be governed by and construed in accordance with the laws of the State of Nebraska and be binding upon the parties hereto and their successors. Each party acknowledges and represents that the persons executing this Contract have full, unconditional authority to execute the Contract on the behalf of the entity for which they are signing.

<p><b>Educational Service Unit #1</b>  By: <u>Bill Heimann</u>  Its: Administrator  Dated: February 8, 2018</p>	<p><b>Wakefield Community School</b>  Signature _____  Print Name _____  Its: _____  Dated: _____</p>
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<b>Services</b>	<b>Rate</b>	<b>F.T.E.</b>	<b>Hours</b>	<b>Total</b>
Vision/O&M Teacher	115.00			0.00
Paraeducator	33,200.00	5.00		166,000.00
Speech Therapy	96,650.00	1.00		96,650.00
Deaf Educator	116.50		6.00	699.00
Audiologist	115.00		20.00	2,300.00
Psychologist	97,500.00	0.80		78,000.00
Physical Therapy	123.00		4.00	492.00
Occupational Therapy	122.00		85.00	10,370.00
Transition	113,000.00	0.05		5,650.00
Nursing Services	82,000.00			0.00
In-service	50.00		10	500.00
Program Supervision (8%)				28,852.88
PSP/ Early Intervention	115.00		268.00	30,820.00
ECSE Allen				
ECSE Winnebago				
ECSE Paraeducator	33,200.00			0.00
Subtotal				<b>420,333.88</b>
Tower School	33,150.00			0.00
Nonreimbursable	2,900.00			0.00
Subtotal				<b>0.00</b>

Other Services:

.....

.....

.....

**TOTAL CONTRACT** **\$420,333.88**

**2018 DRIVERS ED  
REVENUE and EXPENSES**

16 Students @ \$240.00	\$3,840.00
14 Students @ \$140.00	\$1,960.00
Providence Medical Center Scholarship	\$500.00
<b>TOTAL REVENUE</b>	<b><u>\$6,300.00</u></b>
<b>EXPENSES</b>	
Instructor 30 student @ \$150.00	\$4,500.00
Social Security	\$345.00
Retirement	\$445.00
Gas	\$500.00
DMV - Driver's Record	\$3.00
<b>TOTAL EXPENSES</b>	<b><u>\$5,793.00</u></b>
<b>NET PROFIT/LOSS</b>	<b><u>\$507.00</u></b>

**2018**  
**WAKEFIELD DRIVER'S ED CLASSROOM SCHEDULE**

Class #1  
Monday, March 26<sup>th</sup>  
6:00pm – 9:00pm  
3 hours

Class #2  
Thursday, March 29<sup>th</sup>  
6:00pm – 9:00pm  
3 hours

Class #3  
Tuesday, April 3<sup>rd</sup>  
6:00 – 9:00pm  
3 hours

Class #4  
Friday, April 6<sup>th</sup>  
6:00 – 9:00pm  
3 hours

Class #5  
Saturday, April 7<sup>th</sup>  
8:00am-1:00pm  
5 hours

Class #6  
Monday, April 9<sup>th</sup>  
6:00 – 9:00pm  
3 hours

Class #7  
Thursday, April 12<sup>th</sup>  
6:00 – 9:00pm  
3 hours

This schedule is tentative and subject to change.  
Additional classes may be scheduled as needed.  
20 Classroom hours are required by Nebraska law.  
[http://www.nebraska.gov/dmv\\_cgi/2003exam/practice\\_test.cgi](http://www.nebraska.gov/dmv_cgi/2003exam/practice_test.cgi)

**6003**  
**Instructional Program**

1. The minimum number of instructional hours in the school year will be 1,080 for high school students, 1,032 for elementary students, and ~~1,032~~ 400 for kindergarten students, exclusive of lunchtime.
2. The district may establish special programs for individual students that may deviate from these requirements. ~~when, in the opinion of the superintendent or his/her designee, the programs will further the student's educational needs. All special programs must be arranged and approved by the administration with authorization from the student's parents or guardian. All special programs must either be adopted pursuant to applicable law or approved by the superintendent in advance. Prior to the district's commencement of a specialized program, the district will provide the student's parents or guardians with notice of the program.~~
3. The board, acting with the advice of the administration and certificated staff, will adopt a curriculum and procure textbooks and materials to support that curriculum. The administration and certificated staff will design instructional strategies and assessments to implement the curriculum.
4. To the extent possible, practice for, travel to, and participation in activities sponsored by the Nebraska School Activities Association and the Nebraska Department of Education will be scheduled outside of instructional time. Individual student absences because of illness or family-centered activities will be governed by district attendance policies.
5. The board intends to strike a sensible balance between the time spent on academics and time spent on extra-curricular activities, acknowledging that both work and play are important in each student's total development and education.

Adopted on: 7/12/2010  
Revised on: \_\_\_\_\_  
Reviewed on: 5/9/2016

**6004**  
**Curriculum Development**

The superintendent or his/her designee shall be responsible for providing and directing system-wide planning for curriculum, instruction, assessment and staff development.

The curriculum shall be standards-driven and accountability-based. The standards shall be the same as the measurable model academic content standards in reading, writing, mathematics, science, social studies, and any other academic areas adopted by or required by the State Board of Education and shall cover at least the same grade levels required by the State Board. The curriculum shall be articulated preK-12 and shall reflect the comprehensive plan of the school district. All professional staff members are responsible for implementing the curriculum.

The superintendent or his/her designee will present this curriculum to the board for approval or modification.

The superintendent or his/her designee shall be responsible for establishing curriculum guides to articulate and coordinate the written curriculum, and to provide consistency of the written curriculum from one level of the district to the next. Curriculum guides shall provide for the development of the school district's curriculum and shall set academic standards, identify essential educational outcome criteria, and provide for the implementation, monitoring and evaluation of student learning.

Teachers are responsible for following the curriculum guides and teaching the written curriculum. Principals are responsible for monitoring the curriculum and evaluating teachers to ensure that they are teaching in compliance with the curriculum guides and written curriculum. The superintendent and his/her designee shall ensure that principals monitor the curriculum and evaluate teachers.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

## Grade Placement and Academic Credits of Transfer Students

Subject to a determination on grade placement based on the criteria set forth below, a student transferring from an accredited school will generally generally be placed at the grade level that is comparable to the placement in the school from which the student is transferring. Temporary placement may be made until a student's records are received to verify the placement.

### Elementary Level Students

The appropriate level of placement for elementary level students may be determined by, but not limited to, consideration of the following information:

- Chronological age.
- Previous public school or private school experience.
- Diagnostic test data.
- Achievement test data.
- Criterion referenced test data.

### Secondary Level Students

The appropriate level of placement for secondary students may be determined by, but not limited to, consideration of the following information:

- Chronological age.
- Previous public school or private school experience and transcript.
- Standardized achievement test data.
- Criterion--referenced test data.
- Final examination test data.
- Diagnostic test data.

The district will accept credits toward graduation that were awarded by an accredited school district and which, in the professional judgment of the administrative team, are sufficiently rigorous and comparable to the district's offered courses of study. A student transferring into the school district in grades 9-12 will be responsible for meeting all graduation requirements to earn a high school diplomain order to be awarded a diploma from the district. Credits earned in grades 9-12 at an accredited school will be counted toward high school graduation requirements.

Students who transfer from an exempt (home) school and/or a non-accredited school may be awarded credits to be counted toward high school graduation requirements at the discretion of the building principal in consultation with the superintendent of schools. The principal will consider all of the factors listed above and will also consider the student's performance on the district's internal benchmark tests.

The district administration, in conjunction with the building principal, will determine the appropriate grade level/credit status of a student transferring from a foreign country.

Adopted on: 7/12/2010

Revised on: 7/13/2015

Reviewed on: 5/9/2016

**6010**  
**Special Education**

All children, regardless of their handicapping condition, with verified disabilities who are eligible for special education services are entitled to a free appropriate public education and an equal opportunity for education according to their needs. The district will follow state and federal law as well as the rules and protocols created by the Nebraska Department of Education and the United States Department of Education in identifying, evaluating, verifying and serving students who may be entitled to rehabilitation or special education services.

The school district shall provide special education and rehabilitative services only to children with verified disabilities and qualifying conditions.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

**6012**  
**Flag Display and Patriotic Observances**

The district shall display the flags of the United States of America and the State of Nebraska prominently on the grounds of every school building each day that school is in session.

Each building principal shall be responsible for the care and display of the flags at his/her assigned building, and shall adhere to the rules and customs pertaining to the use and display of the flags as set forth in the United States Code.

~~Staff and students are encouraged to recite the Pledge of Allegiance at the beginning of each school day. Students will be excused from reciting the pledge upon the written request of their parents/guardian.~~

Each day, at the time designated by the building administrator, staff shall ensure that students in grades K-12 will be led in the recitation of the Pledge of Allegiance in the presence of the flag of the United States of America. Pupil participation in the recitation of pledge shall be voluntary. Pupils who elect not to participate shall sit or stand silently and must respect the rights of those students choosing to participate.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

6014

**School Attendance on Days of Scheduled Activities**

Students must attend all regularly scheduled classes on the day they participate in any student activity. Exceptions may be given by the school administration for pre-approved absences due to but not limited to funerals, verified medical appointments, and college visits.

Students who are absent from school for any part of the day will not be permitted to practice or participate in an extracurricular contest, practice or performance unless the student has the building principal's prior permission to participate despite the absence.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

**6015**  
**Summer School**

The school district may conduct a summer school program to provide additional educational opportunities for students who need remedial instruction and/or to enrich students' educational experiences. Students who successfully complete classes offered through the district's summer school program will earn credit toward high school graduation. Students will be allowed to substitute a summer-school grade for a failing grade earned during the regular school year. that may result in a revision of class placement in the high school, but such advance placement is not guaranteed. Students who take summer school courses to replace a passing grade may use the summer school course to advance their class rank.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

6016

Homebound and Off-Campus Instruction

The school district may provide a student with instruction in his or her home or other off-campus location under the following circumstances:

- if the student's IEP or 504 team determines that homebound instruction is appropriate;
- and under parental supervision if the student is physically or mentally ill or injured and unable to attend regular classes for an extended period of time and the superintendent or his/her designee had determined that a program of off-campus instruction is appropriate, after conferring with the student's parents, teacher(s) and/or physician; or-
- under other circumstances which the superintendent deems to be appropriate.

~~Homebound instruction shall be provided when the student's physical and mental condition are such that the student can benefit from instruction and no other provision will meet the student's educational needs. The superintendent or his/her designee will determine when homebound instruction is appropriate, after conferring with the student's parents, teacher(s) and/or physician.~~

Homebound and off-campus instruction may include a variety of in-person and distance learning services, as determined appropriate by the superintendent or his/her designee or relevant educational team. The superintendent or relevant educational team shall periodically review individual off-campus instructional programs and shall only continue them as long as they are educationally appropriate.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

**6018  
Grades**

The school will report student grades and/or academic progress to parents at least four times per year. The superintendent or his/her designee shall develop and implement student grading guidelines to be used by teachers. The objective of grading guidelines shall be to quantify and report the academic achievement of each student.

~~A student's academic grade shall not be reduced because of disciplinary reasons. This policy shall not apply when a student's grade is reduced because of work the student missed because of an unexcused absence, during a suspension or dismissal period.~~

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

6019

**Communication with Parents**Intentionally Left Blank

Effective communication between home and school is crucial to students' educational success. Both teachers and parents must work to communicate frequently about students' progress. Methods of communication include, but are not limited to, parent-teacher conferences, e-mail, telephone contact, school visitation by parents and home visitation by teachers. Teachers must notify parents about unsatisfactory student work promptly and prior to the end of a grading period.

The school calendar will provide opportunities for formal parent-teacher conferences. The conferences need not be limited to these days; they should be scheduled at times that will allow adequate time for an effective conference.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

**6020**  
**Multicultural Education**

In every curriculum area and at all grades, the school district will provide programs which foster and develop an appreciation and understanding of the racial, ethnic, and cultural heritage of all students. These programs will allow students to explore the history and contributions made by various ethnic groups and will emphasize the rich diversity of the population of the United States.

The programs shall be implemented within the guidelines of the State Department of Education and in accordance with any other applicable laws and/or regulations. The superintendent shall provide the board with a report on the status of the district's multicultural education program annually.

Adopted on: 7/12/2010  
Revised on: 7/13/2017  
Reviewed on: 6/29/2017

6022

**Section 504 Grievance Procedure Intentionally Left Blank**

Intentionally Left Blank - See Policy 2006

Adopted on: 7/12/2010

Revised on: 7/11/2016

Reviewed on: 7/11/2016

6024

Intentionally left blank.

Adopted on: 6/14/2010

Revised on: 7/11/2016

Reviewed on: 7/11/2016

## 6025

### Student Cell Phone and Other Electronic Devices

~~Students are prohibited from using cellular phones during the instructional day.~~

Students may use cellular phones or other electronic devices while at school, so long as they do so safely, responsibly and respectfully and comply with all other school rules while using these devices. not create a distraction or a disruption and approved by school staff. "Electronic device" includes i-pods, i-pads, laptops and any other device that stores and communicates data by electronic means.

By bringing electronic devices or cell phones and other electronic communication devices to school, students consent to the search of said devices by certificated school staff when the staff determines that such a search is reasonable or necessary permitted by law.

Students may not have cell phones or electronic devices on while they are in locker rooms, restrooms, or any other area in which others may have a reasonable expectation of privacy.

Students may have cell phones and other electronic devices while they are in school. Students may use electronic devices in classrooms with the express permission of the classroom teacher.

The taking, disseminating, transferring, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or otherwise (including things like texting, sexting, e-mailing, etc.) may constitute a crime under state and/or federal law. Any person engaged in these activities while on school grounds, in a school vehicle or at a school activity will be subject to the disciplinary procedures of the student code of conduct.

While on school property, at a school activity, or in a school vehicle, students may not use their cell phones or electronic devices to bully, harass, or intimidate any other person as governed by the student code of conduct.

Students are strictly prohibited from sending, sharing, viewing, or possessing pictures, text messages, e-mails or other material of a sexual, bullying or illegal nature in electronic or any other form on a computer, cell phone or other electronic device while

~~at school. Students who possess prohibited material on their cell phone or other electronic device while at school shall be subject to disciplinary consequences as articulated by the student handbook.~~

Students may use cell phones or electronic devices while riding in school vehicles provided they have express permission to do so from the supervisor or driver of the vehicle.

Students shall be personally and solely responsible for the security of their ~~cell phones, pagers and other~~ electronic devices. The district is not responsible for theft, loss or damage of ~~a cell phone or any calls made on a cell phone or any other electronic device. any electronic device, including any calls or downloads.~~

Students who violate this policy will have their cell phones or electronic devices confiscated immediately. The administration will return confiscated devices to the parent or guardian of the offending student, after meeting with the parent or guardian to discuss the rule violation. Students who violate this policy may, at the discretion of the school's administration, be subject to additional discipline, up to and including suspension or expulsion.

Adopted on: 8/9/2010

Revised on: 5/9/2016

Reviewed on: 5/9/2016

## 6028

### The Extracurricular Activities Program

#### 1. General Purpose

- a. The extracurricular program includes noncurricular activities which are sponsored by the school district. These activities include sports, speech, plays, FFA, Future Business Leaders of America, music performance groups and other activities which are sponsored by the school.
- b. Extracurricular activities are an important part of the total school experience, but are secondary to the academic program and must be kept in that perspective.
- c. Extracurricular activities **do not** include:
  - i. co-curricular activities such as band and choir, in which students must participate as part of the requirements for enrollment in and receiving a grade for a particular course.
  - ii. student-initiated, non-curriculum related student groups which are permitted to hold meetings and events on school premises. These groups are not school-sponsored and are not governed by this policy or other policies and rules governing extracurricular groups.

#### 2. Governance

- a. All extracurricular activities shall be under the exclusive governance and control of the school district. This control includes, but is not be limited to, the formation, naming, structure, operation, financing, and discontinuance of all extracurricular activities. Extracurricular activities shall not have any separate or individual existence, status, rights, or authority.
- b. Students and sponsors will be governed by all board's policies and administrative rules including the policy on field trips when traveling for extracurricular activities.

#### 3. Student Eligibility

- a. Students are encouraged to participate in extracurricular activities on a voluntary basis. Participation shall be open to and limited to all students who are currently enrolled in the school district.
- b. Extracurricular activities may establish academic or course enrollment qualifications for participation if such qualifications are necessarily related to the purposes of the activity.
- c. Standards for scholastic eligibility for students wishing to participate in extracurricular activities shall be set by the administration and shall be consistent with at least the minimum standards provided by the NSAA.
- d. All students in grades 7-12 who participate in athletics must have a physical examination by a qualified health care provider at the student's expense. Parents and student athletes are required to follow the concussion policy guidelines regarding athletic participation in the sport.

- e. Students who wish to participate in extracurricular activities must abide by the student code of conduct, the extracurricular code of conduct and any additional rules set by the activity sponsor.
- f. Students are not eligible to participate in any extracurricular activity until they and their parents/guardians have signed the student handbook and extracurricular handbook receipt and acknowledgement.

4. **Sponsors**

- a. Each extracurricular activity must have a sponsor who is a member of the district's certificated staff or a selected community volunteer who is qualified by virtue of education, training, experience, or special interest to serve as the sponsor.
- b. The superintendent or his/her designee will assign activity sponsors. Payment to sponsors will be negotiated with the sponsor based on the terms of any applicable collective bargaining agreement, the sponsor's training and experience and any other lawful criteria. Sponsors serve in their capacity as a sponsor at the will of the superintendent, who is specifically empowered to remove an activity sponsor in the superintendent's sole discretion.
- c. Sponsors shall be required to: develop materials, activities, and a budget; promote membership and participation; communicate with the principal or designee, staff, students, and parents; schedule meeting dates and locations; plan meaningful experiences; supervise students during activities; evaluate and make recommendations; and submit a year-end report to the principal or designee.

5. **Money-RFundraising Activities**

All **money-fund**raising activities shall require authorization by a member of the school district administration and shall be subject to all other school policies. All money raised by these activities shall be governed by Policy 3005.

Adopted on: 7/12/2010

Revised on: 6/11/2012

Reviewed on: 5/9/2016

**6029**  
**Activity Trips**

Students must travel to and from all activities in the transportation provided by the school. A student may travel with his/her parent or guardian to an activity if cleared through school administration prior to the activity. A student may travel home from an activity with his/her parent or guardian if the activity sponsor has personally released the student to the parents' custody. ~~The superintendent may prohibit any student who misbehaves while on school-sponsored trips from attending future trips.~~ Students who misbehave while on an activity trip may be subject to disciplinary consequences set forth in the board's student discipline policy. In addition to any other disciplinary consequences imposed, students who misbehave while on school-sponsored trips may be prohibited from attending future trips.

Students must comply with the board's policies on field trips as well as the student code of conduct, the extracurricular code, and all directives of a sponsor or chaperone while on activity trip.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

**6030**  
**Public Appearances of School Groups**

The reputation of the school district is enhanced when student groups appear at public non-school functions. Community-school relationships are enhanced when student groups appear at community functions. Therefore, the board encourages student groups to appear at public events, subject to the following requirements:

1. Activity sponsors must secure the permission of their building principal before booking a student group at a public event.
2. Student groups may not perform on more than one school night (Sunday-Thursday) per week without administrative approval.
3. Student groups may not perform at a political rally without permission from the superintendent and prior notice to parents.
4. The policies and rules that apply to field trips also apply to student group appearances in public.

Adopted on: 7/12/2010

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016

**Pledge of Allegiance Athletic Contest Participation by Sixth Graders**

If there are fewer than 12 boys or 12 girls in the combined enrollment of the seventh and eighth grades when those grades are part of the elementary school system, sixth grade students may participate in athletic contests between schools, within a school system, or between school systems if the school administration judges that it is appropriate after taking into consideration the competition's nature and value to the students, its physical requirements and dangers, and the sixth grade students' ages, physical and mental abilities, maturity, skills, and preparation for the competition. Otherwise, pupils in kindergarten through the sixth grade may not participate in any kinds of athletic contests between schools, within a school system, or between school systems except as provided in this policy or as otherwise allowed by law. This prohibition does not apply to annual field or play days.

Rule 10 of the Nebraska Department of Education requires public school districts to establish a period of time during the school day when pupils will be led in the Pledge of Allegiance ("Pledge") in the presence of the flag.

At or near the beginning of each school day, students will either be led in reciting the Pledge either over the school building's public address system or in their classrooms by a staff member or by a willing student.

The district will ensure that a flag is present in any room in which students recite the Pledge. For purposes of this policy, "flag" means an authentic flag or a replica or picture of the flag of the United States of America which is visible to participating students.

Participation in the Pledge is voluntary. No student or staff member will be required to recite or lead the Pledge or be rewarded or penalized in any way for their choice whether or not to recite or lead the Pledge. Students and staff members who do not participate or lead the Pledge must sit or stand quietly and may not interfere with the rights of those who choose to participate.

Any student or staff member who violates any district policy or code of conduct regarding a person's decision to participate or not participate in the Pledge will face disciplinary consequences pursuant to district policy.

Adopted on: 6/11/2012

Revised on: \_\_\_\_\_

Reviewed on: 5/9/2016